

BRANCH LIBRARY IMPROVEMENT PROGRAM

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November 2000 – General Obligation Bond Proposal

Prepared for
San Francisco Public Library

Bureau of Architecture – Department of Public Works
City and County of San Francisco

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EXECUTIVE SUMMARY

PURPOSE

This bond program requests approval of the voters of City and County of San Francisco in November 2000 for \$128.55 million for the rehabilitation of nineteen (19) branch library buildings, the construction of five (5) new branch library buildings, the construction of a new system-wide support center, and tenant improvements to Brooks Hall. The Introduction section of the report describes in detail each component of the program scope. This bond program combines San Francisco's long-term strategy since 1987 to reduce seismic risk in City-owned facilities with the capital improvement needs of the branch library system.

BACKGROUND

The San Francisco Public Library system consists of 1 Main Library and 26 branch libraries serving every neighborhood in the City. Of the 26 branches, 21 are housed in City-owned buildings while 5 operate in leased facilities.

In June 2000, a new City-owned facility will replace the currently leased facility at Ocean View Branch, thereby leaving 4 remaining branches – Glen Park, Ingleside, Portola, and Visitacion Valley – operating in leased facilities.

Of the 21 City-owned buildings, 5 were seismically renovated under the 1988 Library Bond Issue (Proposition A), while the other 16 branches have undergone only required maintenance and repairs since their original construction. The five branches previously renovated are Park, Presidio, Sunset, Chinatown, and Mission.

The City completed building evaluation studies on 10 branches in 1995 under the City's 1990 Proposition A – Earthquake Safety Bond Program Phase 2 (ESP2). Partial evaluation of the 6 remaining branches was completed this year. These studies and evaluations have focused on building improvements related to seismic strengthening, building code upgrades, accessibility, hazardous materials abatement, and temporary relocation. The most significant findings of these studies are:

- ◆ 15 of the 16 non-upgraded branches have a hazard seismic rating (SHR) of 3 or 4, making them subject to partial or total collapse during a major earthquake (see table on page 15).
- ◆ All 16 branches require upgrades to their electrical, mechanical, and data systems infrastructure.
- ◆ Most of these facilities are not fully accessible, do not provide accessible restrooms, or other public amenities. This includes 9 that prevent disabled access to one or both floors.
- ◆ The required seismic and access work alone would trigger major code upgrades not feasible to accomplish with current maintenance funding levels.

The Need for the Program

There is a clear need to improve the safety, accessibility, and functionality of these significant buildings. Similarly, with the advent of the digital age, and an increasing demand for services from each neighborhood, the library system must provide facilities that allow access to information and resources.

Branch Library Improvement Program

Branch libraries must promote learning, community activities, and world connectivity. It is necessary to reconfigure library spaces to function as flexible “multi-purpose” rooms where a number of reading and programmatic activities can take place.

The branch library improvement bond program offers a unique opportunity to create library facilities that meet modern technological needs while encouraging community learning and youth program activities in all branches. As part of this bond program, the Library will conduct a concerted planning effort with the community to reach consensus on programmatic criteria, services, technological needs, potential uses, and space requirements, for each individual branch. This effort will result in a specific capital improvement plan for each branch that meets community needs and is born from a vision unique to the San Francisco Library system.

There are 16 branches, built from 1914 to 1967, that have not undergone any major work since originally completed. They are now 30 to 85 years old. Their condition shows outdated electrical and mechanical systems, barriers to disabled access, lack of data line infrastructure, and the presence of hazardous building materials. When combined with seismic deficiency data for 15 of these branches, a system-wide program to upgrade and rehabilitate these buildings makes sense.

There are 3 additional branches – Park, Presidio, and Sunset – in need of programmatic improvements and major rehabilitation work. Although seismically strengthened, these facilities did not have any major work done to some of its building components such as windows, finishes, flooring, or mechanical systems. In addition, all three are in need of programmatic improvements such as reconfiguration of existing spaces for programs and computer labs. This involves the introduction of modern electrical and data infrastructure currently lacking in these facilities.

The City’s Proposition E mandates that the City maintains a minimum of 26 continuously open branches. The best way the Library can ensure compliance with this ordinance is by operating all its branches in City-owned buildings. This bond proposes to build 4 City-owned branch libraries to replace the ones at Glen Park, Ingleside, Portola, and Visitation Valley.

The City is also experiencing a rapid growth in the Mission Bay area and along the Third Street corridor. This newly emerging neighborhood will require new library services in the near future. Therefore, the construction of a fifth new branch in Mission Bay is proposed to meet the anticipated need for services in this neighborhood.

In summary, the rehabilitation of 19 branches and the construction of 5 new branch buildings would substantially address the needs of the entire library system in the foreseeable future.

Bond Program Criteria

The facilities named in this proposal meet the following criteria: 1) for existing buildings, a seismic assessment rating of 3 or 4, indicating a high risk of partial or total collapse in the event of a major earthquake; 2) the continued operation of the program services at these facilities is a mandated responsibility for the Library Department; 3) the cost of each proposed project is too large to fund out of the annual Capital Improvements Program of the General Fund; and 4) the total cost of this proposal represents a prudent next step in San Francisco’s commitment to progressively address its outstanding seismic deficiencies.

PROGRAM BENEFITS

There are five major benefits of the proposed branch library improvement bond program:

1. It reduces the seismic risk to branch patrons and staff to a point where structural and non-structural elements would present a low life safety hazard in the event of a major earthquake.
2. It provides rehabilitation improvements that extend the useful life cycle of the buildings and upgrade the quality of library programs and services located in each San Francisco neighborhood.
3. It ensures that accessibility for persons with disabilities is improved to conform to current requirements as defined by the Americans with Disabilities Act (ADA).
4. It mitigates or abates hazardous materials, such as asbestos and lead paint.
5. It assures continuing operation of 26 branch libraries, including youth programs and services, as mandated by San Francisco voters in Proposition E.

PROGRAM SCHEDULE

A detailed schedule for each individual project will be developed during the programming phase after funding is approved. The final program schedule may modify the “preliminary” schedule. The schedule for the program includes two major phases:

1. A planning, design and bid phase includes preliminary and final design preparation, bid documents, and contractor selection and approval during the City bid process.
2. A relocation and construction phase provides for temporary or alternate facilities, where required, by construction scope planned to minimize interruption of services to individual neighborhoods. This is followed by a 12-24 month construction period.

Schedule Criteria

The Library has developed the following scheduling criteria used in prioritizing the work:

1. All buildings rated with a seismic hazard rating (SHR) of 4 will be renovated first. Buildings rated SHR3 will be renovated during subsequent phases.
2. A maximum of 4 branch libraries would be relocated or closed at one time. This would allow the Library to effectively manage the renovation of branch buildings without resulting in an undue burden on managing the ongoing library program.
3. Renovations will be distributed geographically throughout the various neighborhoods of the City to minimize the impact on the delivery of services to any area of the City. For example, the renovation of Parkside Branch will be included in the first phase to handle the anticipated additional user load during the subsequent renovations of Anza and Ortega branches.
4. The Library system is composed of a range of libraries providing services, from fairly large “resource” branches, to smaller neighborhood branches. Except for some minor project overlaps, the program schedule would allow for only one “resource” branch to be closed at any one time for renovation.
5. The Library would relocate 4 branches currently operating in leased sites into new City-owned buildings. A new branch building is also being planned in Mission Bay. The property for these facilities will be acquired in the first or second phases of the program,

as soon as appropriate sites are identified. The site acquisition process will require that the new building projects be deferred to the latter part of the program schedule.

6. The Library will apply for Proposition 14 (State Library Construction and Renovation Bond Act) funds for several projects. These funds are awarded on a strictly competitive basis and are not guaranteed. The application cycle for those funds is anticipated to begin no earlier than the fall of 2001. The schedules for projects funded by Proposition 14 monies may be subject to State regulations.

PROGRAM COSTS

A summary breakdown of the total project cost of the Library Improvement Bond Program is shown in the table *Summary Program Costs* on the following page.

The project components include: seismic retrofit, building code impacts, accessibility for persons with disabilities, rehabilitation improvements, and hazardous materials mitigation,. Rehabilitation improvements include upgrades to mechanical and electrical systems, and improved or expanded functional work and service environments. Other scope may include the restoration of original building components to increase their life expectancy, such as roof replacement, window replacement, painting, and waterproofing.

All project costs are escalated, using the year 2000 as base, at an annual rate of 4.5% to their respective planned mid-point of construction, which ranges from 2003 to 2009. Project costs include the construction costs, project control, site control, and temporary relocation impacts caused by construction activity.

Bond financing cost represent the transaction costs to sell the bonds on the financial markets and the fees for Bond Counsel, as estimated by the Mayor's Office of Public Finance. These costs would need to be added to the bond program prior to determining the final bond issue amount. It is anticipated that there will be various bond sales to incrementally fund the program as it progresses to spread the costs over the life of the bond program.

The *Summary Program Costs* on page 5 provides a summary of bond program costs per facility. A more detailed breakdown can be found in the *Bond Program Costs* chart on page 16 and in the cost section of each facility description.

Financing the Project

Possible program financing options are: A) San Francisco's General Fund, B) Revenue Bond, and C) General Obligation Bond. Given the size, complexity and long-term duration of the program, a general obligation bond approved by the voters is the best alternative for financing the improvements to San Francisco's branch libraries.

A General Obligation Bond is commonly used for financing large public construction projects and offers the best option with the least financial impact for the City. By creating a bond covenant with the voters, the program remains independent of fluctuations in the City's general fund or revenue projections. Using the City's General Fund or City revenues to finance \$128.55 Million over the next ten years would divert and deplete resources needed by other Departments and shift funding from other programs to meet the Library's needs.

Branch Library Improvement Program

Summary Program Costs (In Millions of Dollars)

Branch Libraries	Seismic Upgrade	Disabled Access	Building Code Impacts	Modernization Improvements	Facility Expansion	New Building	Total Project Cost
Anza	X	X	X	X	X		\$5.04 M
Bayview		X	X	X	X		\$4.29 M
Bernal Heights	X	X	X	X	X		\$5.51 M
Eureka	X	X	X	X	X		\$4.87 M
Excelsior	X	X	X	X			\$4.93 M
Glen Park						X	\$4.78 M
Golden Gate	X	X	X	X	X		\$5.67 M
Ingleside						X	\$4.91 M
Marina	X	X	X	X	X		\$4.68 M
Merced	X	X	X	X	X		\$4.47 M
Mission Bay						X	\$6.88 M
Noe Valley	X	X	X	X	X		\$4.89 M
North Beach	X	X	X	X	X		\$3.69 M
Ortega	X	X	X	X	X		\$4.06 M
Park				X			\$1.41 M
Parkside	X	X	X	X			\$3.08 M
Portola						X	\$4.91 M
Potrero	X	X	X	X	X		\$4.79 M
Presidio				X			\$1.64 M
Richmond	X	X	X	X	X		\$8.71 M
Sunset				X			\$1.61 M
Visitation Valley						X	\$5.56 M
West Portal	X	X	X	X	X		\$4.68 M
Western Addition	X	X	X	X			\$3.66 M
System-Wide Support Center						X	\$14.83 M
Brooks Hall		X	X	X			\$5.00 M
Total							\$128.55 M

Notes:

- 1- An "X" means the Bond Program includes that particular category of work for that particular facility.
- 2- Bond Finance, Bond Council, City Attorney Fees, and other incidental City fees will be determined and incorporated into the final bond report submitted for approval by the voters.
- 3- All costs figures are in millions of dollars.

INTRODUCTION

The introduction presents the purpose, background, program scope, and contents of the *Branch Library Improvements Bond Program*.

PURPOSE

This bond program requests voter approval of the City and County of San Francisco in November 2000 for \$128.55 million for the rehabilitation of nineteen (19) branch library buildings, the construction of five (5) new branch library buildings, the construction of a new system-wide support center, and tenant improvements to Brooks Hall.

This bond proposal continues the implementation of San Francisco's long-term strategy, initiated in 1987, to reduce seismic risk in City-owned facilities that may experience partial or total collapse during a major earthquake. The City has adopted ATC14 seismic engineering criteria in evaluating the condition of City-owned buildings. In applying such criteria to Branch Libraries, a major earthquake is defined in this report as a seismic event of approximately magnitude 7.0 on the Richter Scale within twenty (20) miles of San Francisco.

BACKGROUND

The San Francisco Public Library system consists of 1 Main Library and 26 branch libraries serving every neighborhood in the City. Of the 26 branches, 21 are housed in City-owned buildings while 5 operate in leased private property.

In June 2000, a new City-owned facility will replace the Ocean View Branch currently operating in leased property. That would leave 4 remaining branches – Glen Park, Ingleside, Portola, and Visitacion Valley – operating in leased facilities.

Of the 21 City-Owned branch buildings, 5 were seismically renovated and made code-compliant while the other 16 branches have undergone only required maintenance and repairs since their original construction. From 1990 through 1998 the City completed the renovation of 5 Branches – Park, Presidio, Sunset, Chinatown, and Mission, which was partially funded under the City's 1988 Proposition A.

The City completed building evaluation studies on 10 branches in 1995, and assessed the condition of the remaining 6 branches in the Spring of 2000 under the City's 1990 Proposition A – Earthquake Safety Bond Program Phase 2 (ESP2). These studies focused on building improvements related to seismic strengthening, building code upgrades, accessibility, hazardous materials abatement, and temporary relocation. The most significant findings of these studies are:

- ◆ 15 of the 16 non-upgraded branches have a hazard seismic rating (SHR) of 3 or 4, making them subject to partial or total collapse during a major earthquake (see table on page 15).
- ◆ All 16 branches require upgrades to electrical, mechanical, and data systems infrastructure.
- ◆ Most of these facilities are not fully accessible, do not provide accessible restrooms, or other public amenities. This includes 9 that prevent disabled access to one or both floors.
- ◆ The required seismic and access work alone would trigger major code upgrades not feasible to accomplish with current maintenance funding levels.

Branch Library Improvement Program

The Need for the Program

With the advent of the digital age, and an increasing demand for services from each neighborhood, the library system must provide facilities that allow access to information and resources in a space that promotes learning, community activities, and world connectivity. This requires reconfiguring library spaces so that they become flexible “multi-purpose” rooms where a number of reading and programmatic activities can take place.

The branch library improvement bond program offers a unique opportunity to create library facilities that meet modern technological needs while encouraging community learning and youth program activities in all branches. As part of this bond program, the Library will conduct a concerted planning effort with the community to reach consensus on programmatic criteria, services, technological needs, potential uses, and space requirements, for each individual branch. This effort will result in a specific capital improvement plan for each branch that meets community needs and is born from a vision unique to the San Francisco Library system.

There are 16 branches, built from 1914 to 1967, that have not undergone any major remodel since their original construction. Their condition shows outdated electrical and mechanical systems, barriers to disabled access, lack of data line infrastructure, and the presence of hazardous building materials. When combined with seismic deficiency data for 15 of these branches, a system-wide program to upgrade and rehabilitate these buildings makes sense.

There are 3 additional branches – Park, Presidio, and Sunset – in need of programmatic improvements and major rehabilitation work. Although seismically strengthened, these facilities did not have any major work done to some of its building components such as windows, finishes, flooring, or mechanical systems. In addition, all three are in need of programmatic improvements such as reconfiguration of existing spaces for programs and computer labs. This involves the introduction of modern electrical and data infrastructure currently lacking in these facilities.

With regard to the four branches currently housed in leased private property, not including the Ocean View Branch Library being replaced by a City-owned facility in June 2000, the Library system cannot rely on the future availability of these private sites to operate its branches. The City’s Proposition E already requires the City to maintain a minimum of 26 branches open – including these four. In addition, a new Mission Bay neighborhood will require its own branch within a few years. Therefore, the construction of 5 new branch library buildings is proposed as the only reliable way to continue uninterrupted delivery of library services as mandated by the voters in Proposition E.

The branch library improvement bond program offers a unique opportunity to create library facilities that meet modern technological needs while encouraging lifelong learning and youth program activities in all branches. As part of this bond program, the Library will conduct a series of community presentation and workshops with the community to reach consensus on more detailed programmatic criteria, services, potential uses, technological needs, and space requirements, for each individual branch. This effort will result in a specific capital improvement plan for each branch that meets community needs and is born from a vision unique to the San Francisco Library system.

Rehabilitation Improvements

The City has been systematically collecting data on the condition of branch libraries for over a decade. The Department of Public Work's "Condition Assessment and Monitoring Surveys" (CAMS) have uncovered a number of deficiencies in each of the buildings. These surveys cover issues such as condition repairs, code deficiencies, the presence of hazardous building materials, disabled access barriers, and operating and maintenance items required for each building.

Most of the existing City-owned branch library buildings covered under this bond program require seismic strengthening, accessibility improvements, mechanical and electrical upgrades, are too small for their current use and service load, and suffer from deferred repairs and maintenance. In some cases, expansion of existing facilities will be required to recoup area lost as a result of seismic and access improvements. The chart entitled "*Summary Program Costs*" on page 5 summarizes the scope of work required for each branch in response to these conditions.

The Library system needs to respond to an increasing community demand for flexible multi-purpose rooms that would encourage youth activities and facilitate community learning opportunities. The advent of the digital age has made telecommunication network infrastructure a necessary component of the modern San Francisco Public Library. Under these conditions, the most cost effective strategy for modernizing branch libraries is to combine the introduction of telecommunication networks with the creation of flexible spaces to support the various library programs being offered to the community.

A unique layout will be required for each branch library building while responding to the same overall modernization program criteria. As a result, site constraints, circulation, demographics, hours of operation, and staffing requirements will all play a role in determining the need to renovate, replace or expand a particular branch.

New Branches

The City currently operates five branches in leased private property in the following districts: Glen Park, Ingleside, Portola, and Visitacion Valley, and Ocean View. In June 2000 the Ocean View branch will be replaced with a City-owned facility. This would leave the library operating 4 of its branches in rented facilities.

The library is committed to providing continued services to these neighborhoods. For that reason, the library sees finding a permanent home in City-owned property for each of these branches as the best alternative to ensure long-term library services to the neighborhoods. The current leased facilities are not well suited for the programs and services the public demands of its modern branch libraries. The limited types of improvements that the library can make in leased property are far less flexible than the creation of new modern facilities envisioned in this bond program. Furthermore, by investing in City-ownership of its branch libraries, the City can divert the money currently used for rent to better uses such as improvements to collections, materials, and programs for the benefit of the public.

Under this bond program, the construction of five (5) new branches is proposed to replace four (4) branches in leased property (Glen Park, Ingleside, Portola, and Visitacion Valley) and to add one (1) branch for the new Mission Bay neighborhood.

Branch Library Improvement Program

For each of these branches, sites will be acquired and the required planning and design process followed before construction can commence. Programmatic criteria borne from that process would be an example of the Library's vision for services and programs available in all branches. By creating permanent City-owned facilities in five neighborhoods, San Francisco would remain faithful to Proposition's E mandate for decades to come. Finally, by building these new branches, the City would be acting on its commitment to serve each San Francisco neighborhood.

System-Wide Support Center

Currently, all Library system-wide support functions are housed in the Main Library. At the beginning of this year, a post-occupancy evaluation (POE) of the Main Library was completed. One of the recommendations in that report was for the Library to relocate some of these support functions to a location outside of the Main Library. This relocation would create space in the Main Library to be dedicated to public service and materials collection.

The POE states "Relocate Technical Services to an off site location where it can serve the entire library system more effectively and more space can be provided for its critical staff functions. Technical Services has large amounts of staff who need daylight at their workstations as well as room to move large amounts of material between desks and the delivery dock."

It further states "Departments and services which function in support of the library system as a whole can be relocated to a System-Wide Support Center. Several of these functions require excellent delivery and vehicular access. The Departments which the consultants recommend be considered for off-site accommodation include Delivery Services, Technical Services, Automation Services, Personnel, Finance, the Friends and Foundation and Administration."

A new support center would serve as a materials distribution center for the entire library system. All new materials would be delivered to the center to be processed for use in the Main and branch libraries. The center would become a "switching station" for all the materials that move through the Main Library and 27 branches (including the new Mission Bay Branch). In addition to Technical Services, functions that could be located at the support center include: Collection Management, the unit responsible for materials acquisition; Delivery Services, the unit which moves all types of materials through the library system; Branch Administration, the unit which manages all branch services and activities; and Outreach Services, including bookmobiles serving children and adults.

Tenant Improvements to Brooks Hall

Brooks Hall is an underground facility that can be reached by vehicle beyond the library's loading dock and by pedestrian connection from Bill Graham Auditorium. It was originally designed as an exhibition space but has not been used for some years. Brooks Hall is currently being used by the Library as an auxiliary storage area to the Main Library and houses both library materials, equipment, and supplies. It is also used as a staging area for various building projects in the Main Library and in the branches. Brooks Hall has a Seismic Hazard Rating (SHR) of 1, and constitutes the largest unused single open space in Civic Center.

Branch Library Improvement Program

Other departments also use Brooks Hall, primarily for storage space. The post-occupancy evaluation (POE) of the Main Library strongly recommended that the Library use Brooks Hall for its City Archive. "... the best use for Brooks is as a type of storage/archival facility because investment to bring it up to Class A Office space or public space is extensive. If, however, the building could be utilized for archival and less used material, the cost of upgrading the building is fairly modest for the amount of space it yields."

The City has done much planning regarding potential uses of the Civic Center Plaza area, including Brooks Hall. Possible uses of Brooks Hall include a public access television studio, a technology business incubator site, computer lab for employment training, archival storage of records and videotapes as required by the new Sunshine Ordinance. The Library is working with other interested City Departments to develop a collaborative program for Brooks Hall that could accommodate a variety of uses.

The library tenant improvements to the underground Brooks Hall will allow this facility to hold limited collections and specialized services such as the City Archive. Public access to this facility would be from Civic Center Plaza. The space requirements for the storage and collection of books and other documents, makes Brooks Hall an ideal building for this type of use.

Seismic Safety

Since 1987, the City has systematically inspected, evaluated and obtained funding for seismic strengthening or retrofit of City-owned buildings to address life safety hazards.

The City has completed seismic assessments of nearly two-hundred (200) City-owned buildings. San Francisco leads the state in assessing the seismic risks to its buildings, obtaining funding, and completing construction. Seismic retrofit projects have been funded through various General Obligation bond measures at seventy-nine (79) City-owned buildings since 1987, with signification support from private sources at selected sites.

The Department of Public Works has completed seismic retrofit of five (5) branch library buildings. Seismic assessments done on City-owned buildings show that fifteen (15) branch library buildings have seismic hazard ratings (SHRs) of 3 or 4. The definition of Seismic Hazard Ratings can be found on the next page.

All fifteen (15) seismically deficient City-owned branches are recommended for seismic upgrade under this program based on the following criteria: 1) buildings are rated as having SHR of 3 or 4; 2) the continued operation of the program services at these facilities are a high priority for the responsible departments; 3) the cost of each proposed project is too large to fund out of the annual Capital Improvements Program of the General Fund; and 4) the total cost of this proposal represents a prudent next step in San Francisco's commitment to progressively address its outstanding seismic deficiencies.

City of San Francisco Seismic Hazard Ratings

SHR	Damage Estimate	Description
1	Minor damage (Good performance)	Some structural or non-structural damage and/or falling hazards may occur, but these would pose minimal life hazards to occupants. The damage can be repaired while the building is occupied and with a minimum disruption to functions. Buildings and structures with this rating represent an acceptable level of earthquake safety, and funds need not be spent to improve their seismic resistance to gain greater life safety.
2	Moderate damage (Fair performance)	Structural and non-structural damage and/or falling hazards are anticipated which would pose low life hazards to occupants. The damage can be repaired while the building is occupied. Buildings and structures with this rating will be given a low priority for expenditures to improve seismic performance and/or falling hazards to the "good performance" level.
3	Major damage (Poor performance)	Structural and non-structural damage is anticipated which would pose life hazards to occupants. The building has to be repaired, or possibly cannot be repaired due to the extent of damage and/or economic considerations. Buildings and structures with this rating will be given a high priority for expenditures to improve seismic performance and/or falling hazards to the "good performance" level, or would be considered for other abatement programs such as reduction of occupancy.
4	Partial/total collapse (Very poor performance)	Extensive structural and non-structural damage, potential structural collapse and/or falling hazards are anticipated which would pose high life hazards to occupants. Most likely damage repairs would not be feasible. Buildings with this rating will be given the highest priority for expenditures to improve seismic performance or for other abatement programs such as reduction to occupancy or vacation.

BOND PROGRAM

This section summarizes the scope of work, program costs, and program schedule for the proposed Branch Library Improvements.

PROGRAM SCOPE

This bond program requests approval by the voters of the City and County of San Francisco in November 2000 for \$128.55 million for the rehabilitation of nineteen (19) branch library buildings, the construction of five (5) new branch library buildings, the construction of a new system-wide support center, and tenant improvements to Brooks Hall.

The table *Program Area Summary* on page 15 shows the proposed size for all branch libraries included in the Bond Program.

Rehabilitation and Improvement Projects

It is the goal of this program to determine cost effective solutions to allow the Library to continued delivery of its program and services in buildings that are functional, seismically safe, accessible, and code compliant. While the City has identified the deficiencies for the majority of the branch buildings, further detailed analysis during the programmatic phase of each project will determine the final scope that fits within the overall program budget. Therefore, the following criteria has been established to make the decision making process consistent with proven City policy and common fiscal sense.

- ◆ If it is determined that the cost of renovations to meet the rehabilitation and seismic safety objectives exceeds 70% of the replacement cost of a facility, and provided the project conforms to State and San Francisco historic resource preservation policies, the project may include new construction to replace all or part of the facility.
- ◆ Replacement of existing buildings will be determined on a case by case basis during the project planning phase using the above criteria, and if rehabilitation is deemed not feasible from a fiscal policy perspective.

Examples of rehabilitation and improvement scopes include, seismic retrofit, disabled access, building code impacts, hazardous materials mitigation, library modernization, and relocation of program activities caused by the retrofit construction project. The detailed project scope may include improved or expanded functions, service environment enhancements, mechanical system upgrades, electrical system upgrades, roof replacement, and other building repairs.

Examples of facility expansion include the need for larger reading rooms, program areas, computer labs, restrooms, elevator lobbies, office space, and mechanical rooms. In some cases expansion is required to recoup the space lost to access improvements such as ramps, elevators, and restrooms.

New Branch Libraries

New City-owned facilities are proposed to replace the following four branches currently operating on leased property: Glen Park, Ingleside, Portola, and Visitacion Valley. In addition a fifth new branch is proposed to be located within the new Mission Bay neighborhood.

The process for identifying, selecting, acquiring, and developing sites for these five branches can take three to five years depending on many factors including lot size, proximity to public transportation, site access, environmental concerns, and architectural constraints. However, by creating a public involvement process, such factors can be assessed in an open forum and with public consensus. Ideas for program components can be drawn at the programmatic phases of the project resulting in facilities that respond to community needs and provide for community services tailored to the particular neighborhood.

The new branch libraries are expected to take advantage of new technologies and are a good way to respond to modern needs of each neighborhood. Flexible open areas would allow the library to support a number of program activities serving a wider customer base with different needs. Computer labs and lifelong learning activities would bring people of all ages to the library in a modern environment.

System-Wide Support Center

A new support center would serve as a materials distribution center for the entire library system. All new materials would be delivered to the center to be processed for use in the Main and branch libraries. The center would become a “switching station” for all the materials that move through the Main Library and the 27 branches. In addition to Technical services, functions that could be housed at the Support Center include: The Collection Management Office, the unit responsible for materials acquisition; Delivery Services, the unit which moves all types of materials through the library system; Branch Administration, the unit which manages all branch services and activities; and Outreach Services, including bookmobiles serving children and adults.

Because the Support Center’s primary function is for administrative offices, the new building design would need to incorporate a quality office environment, a flexible layout, and infrastructure to support high-speed connectivity. The building would be a two-floor structure with easy access to exterior parking, delivery, and loading dock areas.

Tenant Improvements to Brooks Hall

Tenant improvements to the underground Brooks Hall facility in Civic Center will allow this facility to house limited collections and services such as the City Archive. Public access to this facility would be from Civic Center Plaza. The space requirements for the storage and collection of books and other documents, makes Brooks Hall an ideal building for this type of use.

Long-term utilization of Brooks Hall will require upgrades to the HVAC, electrical and lighting systems, asbestos abatement, provision of disabled access, fire exits and

sprinkler systems, provision of public accessible restrooms, and creation of enclosed, finished and temperature-controlled spaces for offices, reading areas and the archival collections. A separate HVAC system is needed for portions of the collection that require special temperature control.

Public access would be provided through Bill Graham Auditorium by retrofitting an elevator and remodeling a ramp, which connects Brooks Hall under Grove Street. Although Brooks Hall has a Seismic Hazard Rating (SHR) of 1 and is completely below grade, seismic review will be required to ensure that the building meets current codes for its new intended use.

A preliminary 1997 study commissioned by the Department of Public Works estimated the cost of upgrades to Brooks Hall at approximately \$7 Million. Subsequently, the 1999 Post Occupancy Evaluation of the Main Library estimated these upgrades to cost \$10 million.

The Library wishes to work cooperatively with other City Departments interested in Brooks Hall. A variety of funding sources would be required to complete the upgrade of Brooks Hall. Because the Library anticipates that it would use at least 50% of the space in Brooks Hall, \$5 million is proposed as the Library's contribution to Brooks Hall upgrades.

Branch Library Improvement Program**Program Area Summary**

No.	Facility Name	Current Street Address	SHR	Existing (SF)	New (SF)	Proposed (SF)
1	Anza	5075 3 rd . St.	3	7,228	1,446	8,674
2	Bayview	550 37 th . Ave.	2	6,427	1,285	7,712
3	Bernal Heights	500 Cortland Ave.	3	8,063	806	8,869
4	Eureka	3555 16 th . St.	3	5,587	1,397	6,984
5	Excelsior	4400 Mission St.	3	8,302	0	8,302
6	Glen Park	653 Chenery St.	N/A	0	6,000	6,000
7	Golden Gate	1801 Green St.	3	5,985	1,197	7,182
8	Ingleside	387 Ashton Ave.	N/A	0	6,000	6,000
9	Marina	1890 Chestnut St.	4	6,317	1,579	7,896
10	Merced	155 Winston Drive	3	5,375	1,344	6,719
11	Mission Bay	TBD	N/A	0	7,200	7,200
12	Noe Valley	451 Jersey St.	4	3,703	741	4,444
13	North Beach	2000 Mason St.	3	5,097	903	6,000
14	Ortega	3223 Ortega St.	3	4,752	1,188	5,940
15	Park	1833 Page St.	Upgraded	8,800	0	8,800
16	Parkside	1200 Taraval St.	3	5,850	0	5,850
17	Portola	2450 San Bruno Ave.	N/A	0	6,000	6,000
18	Potrero	1616 20 th . St.	3	5,557	1,111	6,668
19	Presidio	3150 Sacramento St.	Upgraded	11,388	0	11,388
20	Richmond	351 9 th . Ave.	4	9,300	4,650	13,950
21	Sunset	1305 18 th . Ave.	Upgraded	8,576	0	8,576
22	Visitacion Valley	45 Leland Ave.	N/A	0	7,200	7,200
23	West Portal	190 Lenox Way	3	6,143	614	6,757
24	Western Addition	1550 Scott St.	3	7,143	0	7,143
25	System-wide Support Center	TBD	N/A	0	20,000	20,000
26	Brooks Hall	Civic Center	1	0	35,000	35,000
	Totals			129,593	105,661	235,254

Branch Library Improvement Program

BOND PROGRAM COSTS (In Dollars)

Branches	Rehabilitation and Improvements	Expansion	Site Acquisition	New Building	Totals
Anza	4,160,000	880,000	-	-	\$5,040,000
Bayview	3,480,000	810,000	-	-	\$4,290,000
Bernal Heights	5,020,000	490,000	-	-	\$5,510,000
Eureka	4,050,000	820,000	-	-	\$4,870,000
Excelsior	4,930,000	-	-	-	\$4,930,000
Glen Park	-	-	1,790,000	2,990,000	\$4,780,000
Golden Gate	4,940,000	730,000	-	-	\$5,670,000
Ingleside	-	-	1,790,000	3,120,000	\$4,910,000
Marina	3,790,000	890,000	-	-	\$4,680,000
Merced	3,590,000	880,000	-	-	\$4,470,000
Mission Bay	-	-	3,280,000	3,600,000	\$6,880,000
Noe Valley	4,230,000	660,000	-	-	\$4,890,000
North Beach	3,190,000	500,000	-	-	\$3,690,000
Ortega	3,300,000	760,000	-	-	\$4,060,000
Park	1,410,000	-	-	-	\$1,410,000
Parkside	3,080,000	-	-	-	\$3,080,000
Portola	-	-	1,790,000	3,120,000	\$4,910,000
Potrero	4,050,000	740,000	-	-	\$4,790,000
Presidio	1,640,000	-	-	-	\$1,640,000
Richmond	6,090,000	2,620,000	-	-	\$8,710,000
Sunset	1,610,000	-	-	-	\$1,610,000
Visitation Valley	-	-	2,110,000	3,450,000	\$5,560,000
West Portal	4,310,000	370,000	-	-	\$4,680,000
Western Addition	3,660,000	-	-	-	\$3,660,000
System-wide Support Center	-	-	5,250,000	9,580,000	\$14,830,000
Brooks Hall	5,000,000	-	-	-	\$5,000,000
Total Program	\$75,530,000	\$11,150,000	\$16,010,000	\$25,860,000	\$128,550,000

Schedule Branch Library Improvements Bond Program

ID	Task Name	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
1		Qtr 4Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr	Qtr 1Qtr 2Qtr 3Qtr 4Qtr
2	Program Start-up										
3											
4	Branch Library Improvements and Expansions										
5	Planning, Design, Bid and Award - Initial Projects										
6											
7	Construction - Improvements and Expansions										
8	Mainna, Noe Valley, Parkside, & Richmond Branch Libraries										
9											
10	Bernal Heights, North Beach, Sunset, & West Portal Branch Libraries										
11											
12	Beyview, Eureka Valley, Ortega, & Western Addition Branch Libraries										
13											
14	Anza, Excelsior, Golden Gate, & Potrero Branch Libraries										
15											
16	Merced, Park, & Presidio Branch Libraries										
17											
18	New or Replacement Branch Libraries										
19	Site Acquisition - Initial Projects										
20											
21	Planning, Design, Bid and Award - Initial Projects										
22											
23	Construction - New or Replacement Branches										
24	New Visitacion Valley Branch Library										
25											
26	New Mission Bay & Glen Park Branch Libraries										
27											
28	New Portola & Ingleside Branch Libraries										
29											
30	New System-Wide Support Center										
31	Site Acquisition - Initial Projects										
32											
33	Planning, Design, Bid and Award										
34											
35	Construction - System-Wide Support Center										
36											
37	Brooks Hall Remodel										
38	Planning, Design, Bid and Award										
39											
40	Construction - Brooks Hall Remodel										
41											

CONTENTS OF THE REPORT

The following sub-sections are shown for projects involving existing buildings:

- ◆ **Background** - Presents a summary profile of the existing building at that site - age, size, service and function. It also summarizes the capital improvement program objective for that particular facility.
- **Seismic Retrofit** - Describes the scope of the proposed seismic construction work. It includes a summary of major deficiencies, an explanation of the seismic hazard rating, the objective of the seismic retrofit work, and the construction impact on the building and its users.
- **Accessibility** - Describes improvements for persons with disabilities that may be triggered by the seismic retrofit or modernization improvement work, as required by current building codes and/or legislation such as the Americans with Disabilities Act (ADA).
- **Building Code Impacts** - Describes the associated work that will most probably be required by current building codes to complete the seismic retrofit and modernization work. This work is primarily associated with life safety systems such as fire sprinklers, electrical service, and equipment bracing.
- **Hazardous Material Mitigation** - Describes requirements to safely manage hazardous materials, such as asbestos, lead, and other hazardous materials at the construction site and describes areas of the proposed project where assessments have shown hazardous materials to be present.
- **Rehabilitation Improvements** - Describes improvements critical for the continued longevity of the facility such as electrical and lighting upgrades, historic preservation, or additions to program floor space to recapture space lost to seismic work and building code impacts and to meet current service needs. Experience on recently completed seismic retrofit projects has demonstrated that it is cost effective to improve obsolete or non-functional building elements in conjunction with the major construction and disruption associated with a seismic retrofit project.
- **Departmental and Relocation Impacts** - Outlines whether the department plans to vacate the building during the construction period.
- **Project Cost** - Summarizes project total costs escalated at 4.5% per year to the anticipated mid-point of construction. Project costs include total budgets for rehabilitation and improvements and expansion. Each budget line item includes construction, project control, and site control costs.
- **Project Schedule** - Outlines the project duration for each individual construction project in two major components: 1) a planning, design and bid phase 2) a construction and relocation phase. The schedule for each individual project conforms to the program phasing criteria listed on page 3. These criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

Branch Library Improvement Program

The following sub-sections are shown for projects involving new sites or facilities:

- ◆ **Background** – It summarizes the need and condition of current operation or function. It also defines the capital improvement program need being served by the new facility.
- ◆ **Site Acquisition** – Outlines the process and criteria for selecting a potential site.
- ◆ **Site Development** – Describes the activities required to develop the newly acquired site to receive a new building.
- ◆ **Building Construction** – Describes the type and function of the new building.
- ◆ **Department and Relocation Impact** – Describes the extent to which moving of materials, staff, and equipment would have to be relocated to the new building.
- ◆ **Project Cost** - Summarizes project total costs escalated at 4.5% per year to the anticipated mid-point of construction. Project costs include total budgets for site acquisition and development, and new building construction. Each budget line item includes site acquisition and development, demolition, new construction, project control, and site control costs.
- ◆ **Project Schedule** - Outlines the project duration for each individual construction project in two major components: 1) a site acquisition and development phase, 2) a design and bid phase and 3) a construction and move-in phase. Actual schedules for each site is dependent upon targeting, selecting, and purchasing a suitable site. In most cases, design work can overlap site acquisition to reduce the overall project duration. The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

ANZA BRANCH LIBRARY

BACKGROUND

The Anza Branch Library, built in 1932, is a two-story WPA era stucco building with elaborate gilt ceiling and decorative tiles and containing approximately 7,228 square feet. It is located at 550 37th Avenue and serves the neighborhoods from 24th Avenue to the Ocean, Outer Richmond and Seacliff. Library services are provided 6 days a week. The annual visits during the 1998/99 FY were 100,280, with an average of 45 visitors per hour. The architect designed this historically significant building in the form of a Roman Villa in the romanesque style, with axial reading rooms, high windows and an exterior stucco finish.

The roof construction is made of concrete slab supported by concrete beams spanning over the reading rooms. The second floor construction consists of concrete slabs over a partly occupied first floor with spaced columns. The walls are reinforced concrete over continuous concrete wall footings.

Objective

The main objective of the rehabilitation plan is to make the building accessible by adding an elevator and public restrooms at the rear of the building. The second objective is to reduce the seismic risk associated with a major earthquake while preserving the historic character of the existing building.

SCOPE OF WORK

Seismic Retrofit

The deficient roof and shear walls would be retrofitted to better withstand a major earthquake. The structural retrofit project proposes to add plywood sheathing to the roof, add sway bracing, roof-wall anchors, and steel trusses to strengthen the building. The existing roof must be completely removed to access the roof framing. The original ceiling and wall construction must be temporarily braced underneath throughout. Stairway, restrooms, staff room, electrical room, mechanical room will be modified or relocated to conform to accessibility requirements, life safety related code requirements and owner improvements.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work. Given the historic significance of the building, a careful review will be made to determine the most appropriate disabled access modifications. The scope of disabled access work anticipated includes: the addition of an elevator; reconfiguring existing restrooms and adding new restrooms; new fire stair; new drinking fountains; accessible parking zone to partially replace the front lawn; modification of counters, bookshelves and table spacing at the reading room areas; and modification of doors and stairways.

An elevator will be required to meet accessibility requirements under the Americans with Disabilities Act (ADA). Application of the California Accessibility Code and conformance

Branch Library Improvement Program

with the latest life safety related code requirements will include: providing a larger electrical room, new elevator, and new elevator machine room; providing a wider fire stair; providing new accessible restrooms, and wider library aisles. Counters and shelves will have to be modified and some may have to be replaced.

Building Code Impacts

Building code impacts involve the updating of the heating, ventilating, plumbing, fire protection, electrical and other building control system to bring it to code requirements for life safety. Special attention will be placed on preserving the unique historical character of the existing building, on both exterior and interior of the building.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACMs), including plasterboard walls, floor tiles, and roofing related to the anticipated construction activities associated with seismic retrofit and disabled access construction work.

The primary source of ACMs are the floor tile materials. The removal of ACMs will require relocation of the building occupants because floor areas will be affected and there are significant health risks of exposure to airborne particulars associated with the removal of ACMs. Lead that is impacted will also have to be abated.

Modernization Improvements

The proposed modernization plan will preserve the exterior and interior of the historically significant building. Due to the historic character of the building, the interior renovation and seismic retrofit for this building is more expensive than on a comparable non-historical building. The interior remodel and seismic work trigger conformance work on the American with Disabilities Act (ADA). To avoid reduction in the area of the library, much of the new expansion space can occur at the rear of the building.

Improvements include expansion at the rear of building for additional staff work area and increased storage. Scope may also include new front parking area, reconfigured main circulation service desk, window replacement, upgraded program/meeting room and additional electrical/data outlets. Incidental scope may include painting, floor replacement, new lighting, boiler replacement, and site repairs.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. The relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Anza Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$4,160,000
Expansion	\$880,000
Total Project Cost Estimate	\$5,040,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Anza Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	22 months
Relocation and Construction	20 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

BAYVIEW BRANCH LIBRARY

BACKGROUND

The Bayview –Anna Wadden Branch Library, built with a bequest from Anna Wadden, is a 6,427 square foot concrete building constructed in 1969, is located at 5075 3rd. Street. It opened in 1969 and serves the population of Bayview Hunters Point and a portion of the Portola district. Children, families, individuals, and senior citizens use the library. Branch library services are provided six days a week, five to eight hours each day. The annual visits during the 1998/99 FY were 59,222 people, with an average of 28 visitors per hour.

The main second floor is a reinforced concrete slab on concrete girders/beams. The roof is constructed of concrete slab supported by concrete beams. The building is one of the newest branches in the City. The general condition of the building has been maintained since its construction.

Objective

The objective of the modernization improvements would be make the entire building accessible and renovate the interior of the building by making efficient use of existing spaces. In addition, a new covered entry is being proposed to bring the facility entry out to the sidewalk and create a more inviting atmosphere.

SCOPE OF WORK

Seismic Retrofit

Bayview Branch has been designated with a seismic hazard rating of 2. Therefore, seismic retrofit solutions will be limited to localized strengthening of individual members. The building's relatively new construction put this branch among the safest in the City.

Accessibility

The first floor is currently inaccessible. The main entry ramp does not meet current code. A new entry ramp and a new elevator would be added to make the first and second floor fully accessible. New or enlarged restrooms would be accessible. Signage would be introduced for improved accessibility.

Building Code Impacts

The mechanical and electrical systems would be cleaned and inspected for potential code upgrades. Fire egress and fire protection systems would be improved to meet current code requirements.

Hazardous Materials Mitigation

Since the building was built prior to 1970, it's building materials would have to be tested for the presence of asbestos or lead containing materials. Various building materials would be tested for possible mitigation measures. The mitigation measures can occur just prior to the construction phase of the project.

Modernization Improvements

Improvements involve building a new entry to increase security and provide shelter from the elements. The entire first floor would be renovated to include a new elevator, new restrooms,

Branch Library Improvement Program

and more efficient storage and janitor closets. On the second floor, the existing restroom would be enlarged and existing lighting systems would be enhanced. Existing counters and office areas will be reconfigured to make more efficient use of staff areas.

The existing reading rooms and community room will be modified to accommodate the restroom and elevator. Air circulation in areas with no windows will be improved. New data outlets to floor power outlets will be added. The meeting room will be updated. Exterior grills on the South side of the building will be refurbished. At the main entry, a covered but well-lit walkway and ramp will bring the main entry near the sidewalk. This will create an interior corridor that will add wall space to the library lobby and provide for added security.

Departmental Impacts and Relocation

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. The relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Bayview Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$3,480,000
Expansion	\$810,000
Total Project Cost Estimate	\$4,290,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Bayview Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	13 months
Relocation and Construction	11 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

BERNAL HEIGHTS BRANCH LIBRARY

BACKGROUND

The Bernal Heights Branch Library, located at 500 Cortland Avenue, is a concrete frame two-story building. The existing library constructed in 1940 is approximately 8,063 square feet. It also serves the population of Bernal Heights and a portion of the Mission District. Library services are provided 5 days a week. The annual visits during the 1998/99 FY were 131,512 people, with an average of 69 visitors per hour. The building's design resembles a Spanish villa, with high windows and exterior stucco finish.

The roof construction consists of wood board sheathing and wood trussed rafters over the main space and wood joists over the alcove space. The floor construction consists of concrete slabs over an occupied first story. The main access to the building is on the second floor. The walls are reinforced concrete bearing walls and columns over continuous concrete wall footings.

Objective

The main modernization plan objective is to fully renovate the building and reduce the risk associated with a major earthquake while preserving the historic character of the existing building.

SCOPE OF WORK

Seismic Retrofit

The deficient roof and shear walls would be retrofitted to better withstand a major earthquake. The structural retrofit project proposes to add plywood sheathing to the roof, add sway bracing, roof-wall anchors, and steel trusses to strengthen the building. The existing roof must be completely removed to access the roof framing. The original ceiling and wall construction must be temporarily braced underneath throughout making the main reading room unusable during construction. Stairway, restrooms, staff room, electrical room, mechanical room will be modified or relocated to conform to accessibility requirements, life safety related code requirements and owner improvements.

Accessibility

Under current law and guidelines, as new alteration or construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work. Given the historic significance of the building, a careful review will be made to determine the most appropriate disabled access modifications. The scope of disabled access work anticipated includes: the addition of an elevator; reconfiguring existing restrooms and adding new restrooms; new fire stair; accessible "blue curb" parking zone; modification of counters, bookshelves and table spacing at the reading room areas; and modification of doors and stairways.

An elevator will be required to meet accessibility requirements under the Americans with Disabilities Act (ADA). Application of the California Accessibility Code and conformance with the latest life safety related code requirements will include: providing a larger electrical room, elevator, and elevator machine room; providing a wider fire stair; providing new

accessible restrooms, and wider library aisles. Counters and shelves will have to be modified and some may have to be replaced.

Building Code Impacts

Building code impacts involve the updating of the heating, ventilating, plumbing, fire protection, electrical and other building control system to bring it up to code requirements for life safety. Special attention will be placed on preserving the unique historical character of the existing building, on both exterior and interior of the building.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACMs), including plasterboard walls, floor tiles, and roofing related to the anticipated construction activities associated with seismic retrofit and disabled access construction work.

Based on a building survey for ACMs, the primary source of problems are the floor tile materials. The removal of ACMs will require relocation of the building occupants because floor areas will be affected and there are significant health risks of exposure to airborne particulars associated with the removal of ACMs. Lead that is impacted will also have to be abated either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan will preserve the exterior and interior of the historically significant building. The interior of the building will be completely remodeled. The interior renovation and seismic retrofit for this building is more expensive than on a comparable non-historical building. The interior remodel and seismic work trigger conformance work on the American with Disabilities Act (ADA). The seismic and access work may reduce the usable area of the library. Due to the high use of the adjacent playground to the south of the building, the existing library has no space to expand. A careful study must be done to minimize the area lost due to renovation work.

Scope of work includes remodel and redesign of first floor space for reading / study areas and program use. The basement meeting room will be upgraded. Work may also involve additional electrical/data outlets, more storage. Scope may also include new flooring, new lighting, window replacement, boiler replacement, and landscaping.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Bernal Heights Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$5,020,000
Expansion	\$490,000
Total Project Cost Estimate	\$5,510,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Bernal Heights Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	22 months
Relocation and Construction	20 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

EUREKA BRANCH LIBRARY

BACKGROUND

The Eureka – Harvey Milk Memorial Branch Library, built and opened in 1961, is a single story structure with approximately 5,587 square feet with an irregular plan configuration, is located at 3555 16th. Street. The branch memorializes the first openly gay person elected to the San Francisco Board of Supervisors. It is one of only two branches in the city to have its own parking lot. It serves the population of the Castro District, the Dolores Heights and the lower Diamond Heights district and portions of the Mission and Noe Valley District. Library services are provided six days a week. The annual visits during the 1998/99 FY were 94,755 people, with an average of 43 visitors per hour. Adult individuals, children, families, and senior citizens use this library.

The building has two separate roof levels. A high roof consists of wooden joists spanning between steel beams which are supported by steel columns spaced along a concrete block wall on one side, and a series of independent footings on the other. A lower roof is constructed of plywood sheathing over 2x joist supported by steel columns or concrete block walls. The building envelope consists of glass walls, masonry walls and masonry piers.

Objective

The major objective of the modernization plan would be to renovate and expand the existing building while minimizing the risk associated with a major earthquake.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening will include foundation improvements, new steel braced or moment frames, new concrete or concrete block walls, plywood sheathing and anchors at both high and low roof, exterior wall glass replacement. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements and environmental hazard mitigation.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. The disabled access project scope for this library focuses on construction work resulting in path of travel and health and safety improvements. Existing restrooms will be reconfigured and new restrooms may be added.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing, electrical, lighting and other control systems. The existing heating system will be evaluated for possible replacement or expansion.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist primarily of building materials found in the staff areas, janitors closets, and office space. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up to two months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan incorporates expansion into the patio area at the rear of building. The new space would be used for a meeting/program room, public restrooms, computer/study area, and shelving for collection expansion. The existing staff areas will be redesigned to improve the efficient use of space. Additional data/electrical outlets will be provided. The fireplace will be removed. Landscape and redesign, evaluate fencing and additional lighting if still needed, remove trellis, redesign front area (around flagpole).

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Eureka Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$4,050,000
Expansion	\$820,000
Total Project Cost Estimate	\$4,870,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Eureka Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	16 months
Relocation and Construction	14 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

EXCELSIOR BRANCH LIBRARY

BACKGROUND

The Excelsior Branch Library, built in 1967, is a single story brick-and-stone structure with approximately 8,302 square feet with an axial plan configuration. It is located at 4400 Mission Street. It serves the population of the Excelsior District and portions of the Bayview Hunters Point, Bernal Heights, Portola, Visitacion Valley, Geneva, and Mission Districts. Library services are provided seven days a week in this sixth busiest branch in the system. The annual visits during the 1998/99 FY were 204,440 people, with an average of 73 visitors per hour.

The building has two separate roof levels. A high vaulted roof consists of heavy timber wood joists spanning between glue lam beams which in turn are supported by steel columns. A lower roof over the entry and office areas is supported by concrete block walls and individual steel columns. The building envelope consists of concrete block walls, infill wood stud walls, and glazing. The steel columns are supported at the crawl space by individual footings.

Objective

The major objective of the modernization plan would be to renovate the existing building while minimizing the risk associated with a major earthquake.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening includes anchoring the roof to the perimeter walls, adding steel bracing between columns and reinforcing existing footings as necessary. Some in-fill walls may be replaced with steel moment frames or concrete walls as necessary. Plywood sheathing may replace existing sheathing at the high and lower roofs. The program also includes glazing replacement. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements, and environmental hazard mitigation.

Accessibility

The renovation work would require an accessible path of travel to the remodeled area. The disabled access project scope for this library focuses on construction work resulting in path of travel and health and safety improvements. Existing restrooms will be reconfigured and new restrooms may be added. In addition, service counters and online catalog terminals will be made accessible.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing, electrical, lighting and other control systems. The existing heating system will be evaluated for possible replacement or modification.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building exist in vinyl tile flooring, mechanical pipe and mechanical equipment insulations, wall coverings, and caulking materials. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up to three months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan includes the complete renovation and redesign of the interior of the building. New data/electrical outlets on walls and floors throughout the building will be added.

It also makes improvement to interior spaces by rearranging office areas and adding accessible amenities. The lighting and media projection equipment in ceiling will be upgraded in the meeting/program room. Other scope includes interior and exterior painting, an improved heating and ventilating system, and new flooring.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Excelsior Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$4,930,000
Expansion	\$0
Total Project Cost Estimate	\$4,930,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Excelsior Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	16 months
Relocation and Construction	14 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

GLEN PARK BRANCH LIBRARY

BACKGROUND

The Glen Park Branch Library, located at 653 Chenery Street, is operating under a lease agreement on private property. It has a total square footage of less than 1,000 and serves the population of the Glen Park District. The branch is open five days a week and is open from five to eight hours a day. The annual visits during the 1998/1999 FY were 77,962 people, with an average of 49 visitors per hour.

The branch serves a fairly typical cross section of its immediate neighborhood: young children with parents and care givers, seniors, students from nearby schools, families attending story times and programs, teens, and commuters.

Objective

The main objective of the capital improvement program would be to find a permanent city-owned facility to house this branch within a central location of the district it serves. The second objective is for the programs for such a facility to reflect the community's needs by providing a flexible layout in which the library's vision for the modern library can be achieved.

SCOPE OF WORK

Site Acquisition

The bond program requires the targeting, selection, and acquisition of a nearby site that would meet the space requirements established during the programming phase of the project. After addressing any environmental and planning issues and criteria, a schematic plan would be prepared from which a final design can be drawn up and implemented.

The Library wishes to build on a more visible lot, preferably closer to or directly across from the BART station. BART may be planning a 'transit village' that could include the library. Greater proximity to the mass transportation would increase use and increase accessibility to surrounding neighborhoods.

Site Development

The initial construction would develop the site for construction. This includes performing any site clearing and demolition as required, and mitigation of hazardous materials identified on the site. Utilities and other infrastructure services would be upgraded or added to the site as required.

Building Construction

A new building would be erected on the newly developed site which would meet the latest building code requirements and incorporate the particular programmatic requirements determined by the community. A building program will be developed during the programming and planning phase.

Branch Library Improvement Program

Department and Relocation Branch Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Glen Park Branch Library Project Cost Summary	
Site Acquisition and Development	\$1,790,000
New Building	\$2,990,000
Total Project Cost Estimate	\$4,780,000

Project costs include estimates for each project component: site acquisition; site development; building construction; construction contingency; art enrichment; hazardous site mitigation; and move-in costs; Project cost figures are escalated to the anticipated mid-point of construction.

PROJECT SCHEDULE

Glen Park Branch Library Project Duration	
ACTIVITY	DURATION
Site Acquisition and Development	24 months
Planning Design and Bid	24 months
Relocation and Construction	19 months

The actual project schedule is dependent upon identifying, selecting, and purchasing a site. In most cases, design work can overlap site acquisition to reduce the overall project schedule. The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

GOLDEN GATE VALLEY BRANCH LIBRARY

BACKGROUND

The Golden Gate Branch Library located at 1801 Green Street is an 83 year old Beaux Arts style one-story building with a half basement. The existing library constructed in 1917 has approximately 5,985 square feet. It serves the residents of Golden Gate Valley and Cow Hollow. Library services are provided 5 days a week. The annual visits during the 1998/99 FY were 40,600 people, with an average of 25 visitors per hour. The architect, Ernest Coxhead, designed the building in the form of a Roman Basilica, an oblong building with an apse at the eastern end, high arched windows and externally finished with terra cotta. Golden Gate Valley Library has the highest percentage of senior patrons in the City.

The roof construction is made of wood board sheathing and wood trussed rafters over the main space and wood joists over the alcove space. The floor construction consists of a 6 ½" thick concrete slab over a basement at the west half and over a crawl space at the east half of the building. The walls are reinforced concrete and unreinforced brick bearing walls over continuous concrete wall footings.

Objective

The main seismic strengthening objective is to improve the building performance to provide life safety for the building occupants and substantially reduce the potential for catastrophic (non-repairable) damage to the building in the event of a major earthquake while preserving the historic character of the existing building.

SCOPE OF WORK

Seismic Retrofit

The deficient roof and shear walls would be retrofitted to better withstand a major earthquake. The structural retrofit project proposes to add plywood sheathing to the roof, add sway bracing, roof-wall anchors, and steel trusses to strengthen the building. The existing roof must be completely removed to access the roof framing. The original ceiling and wall construction must be temporarily braced throughout making the main reading room unusable during construction. Stairway, restrooms, staff room, electrical room, mechanical room will be modified or relocated to conform to accessibility requirements, life safety related code requirements and owner improvements.

Accessibility

Minimum (Title 24) and federal (Americans with Disabilities Act) guidelines detail the requirements and standards for improvements and the corresponding physical dimensions of construction work. Given the historic significance of the building, a careful review will be made to determine the most appropriate disabled access modifications. The scope of disabled access work anticipated includes: the addition of an elevator; re-planning existing restrooms and adding new restrooms; new fire stair; accessible "blue curb" parking zone; modification of counters, bookshelves and table spacing at the reading room areas; and modification of doors and stairways. An elevator will be required to meet accessibility requirements under the Americans with Disabilities Act (ADA).

Application of the California Accessibility Code and conformance with the latest life safety related code requirements will include: providing a larger electrical room, elevator, and elevator machine room; providing a wider fire stair; providing new accessible restrooms, and wider library aisles. Counters and shelves will have to be modified and some may have to be replaced.

Building Code Impacts

Building code impacts involve the updating of the heating, ventilating, plumbing, fire protection, electrical and other building control system to bring it up to code requirements for life safety. Special attention will be placed on preserving the unique historical character of the existing building, on both exterior and interior of the building.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACMs), including plasterboard walls, floor tiles, and roofing related to the anticipated construction activities associated with seismic retrofit and disabled access construction work.

The primary source of ACMs is the flooring materials. The removal of ACMs will require relocation of the building occupants because floor areas will be affected and there are significant health risks of exposure to airborne particulates associated with the removal of ACMs. Lead that is impacted will also have to be abated either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan will preserve the exterior of the historically significant building. The interior of the building will be completely remodeled. The seismic retrofit for this building is more expensive than on a comparable non-historical building. The interior remodel and seismic work trigger conformance work on the American with Disabilities Act (ADA). The modernization work will reduce the area of the library. The existing library has only a small space on the west side to expand horizontally. A careful study must be done to determine if the existing crawl space in the basement may be improved to recover the area lost due to modification.

Improvements also include updating the meeting/program space, redesigning all public service points, expanding and reconfiguring staff work area with security and operational issues in mind; and adding electrical/data outlets to floor and wall in all areas, including meeting space. Exterior work may include repointing of exterior façade and miscellaneous site repairs.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Golden Gate Valley Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$4,940,000
Expansion	\$730,000
Total Project Cost Estimate	\$5,670,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Golden Gate Branch Library Project Duration	
ACTIVITY -	DURATION
Planning Design and Bid	22 months
Relocation and Construction	20 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

INGLESIDE BRANCH LIBRARY

BACKGROUND

The Ingleside Branch Library, opened in 1925. It is a 1,200-square foot building located at 387 Ashton Avenue. It currently operates under a lease agreement on private property. The branch serves the population of the Ingleside District and a portion of the Lakeside District. Library services are provided 5 days a week. The annual visits during the 1998/99 FY were 119,183 people, with an average of 79 visitors per hour.

The primary clientele are adult Chinese-language speakers, teens and seniors.

Objective

The main objective of the capital improvement program would be to find a permanent city-owned facility to house this branch within a central location of the district it serves. The second objective is for the programs for such a facility to reflect the community's needs by providing a flexible layout in which the library's vision for the modern library can be achieved.

SCOPE OF WORK

Site Acquisition

The bond program requires the targeting, selection, and acquisition of a nearby site that would meet the space requirements established during the programming phase of the project. After addressing any environmental and planning issues and criteria, a schematic plan would be prepared from which a final design can be drawn up and implemented.

Site Development

The initial construction would develop the site for construction. This includes performing any site clearing and demolition as required, and mitigation of hazardous materials identified on the site. Utilities and other infrastructure services would be upgraded or added to the site as required.

Building Construction

Finally, a new building would be erected on the newly developed site. Such a building would meet the latest building code requirements and incorporate the particular programmatic requirements determined with the community in the neighborhood.

Department and Relocation Impacts

In the event that the new branch site is different than the branch's current location, only one relocation effort would be required to move the existing branch to its new permanent home. However, should the new site be the same as the current location, a temporary site would have to be selected for the relocation of the branch during construction. This bond proposal takes into account the worst case scenario.

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a

Branch Library Improvement Program

particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Ingleside Branch Library Project Cost Summary	
Site Acquisition and Development	\$1,790,000
New Building	\$3,190,000
Total Project Cost Estimate	\$4,910,000

Project costs include estimates for each project component: site acquisition; site development; building construction; construction contingency; art enrichment; hazardous site mitigation; and move-in costs; Project cost figures are escalated to the anticipated mid-point of construction.

PROJECT SCHEDULE

Ingleside Branch Library Project Duration	
ACTIVITY	DURATION
Site Acquisition and Development	24 months
Planning Design and Bid	24 months
Relocation and Construction	19 months

The actual project schedule is dependent upon identifying, selecting, and purchasing a site. In most cases, design work can overlap site acquisition to reduce the overall project schedule. The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

MARINA BRANCH LIBRARY

BACKGROUND

The Marina Branch Library, built in 1953 is a single story structure with approximately 6,300 square feet with an irregular plan configuration. Located at 1890 Chestnut in Moscone Park, it is surrounded by Recreation and Park grounds and adjacent to the Marina Middle School. It serves the residents of the Marina district, half of Telegraph Hill district and part of Cow Hollow district, though its location near the terminus of 4 bus routes contributes to citywide use. Library services are provided 7 days a week. The annual visits during the 1998/99 FY were 132,200 people, with an average of 53 visitors per hour. Adult individuals, children, families, and senior citizens use this library.

The building has two separate roof levels. The high roof construction consists of wooden laminated deck spanning to glue laminated beams which are supported by multi-wythe masonry walls and pier. The low roof is constructed from flat diagonal sheathing over wood joists supported by wood stud bearing walls and multi-wythe reinforced masonry piers and walls. The building envelope consists of glass walls, masonry walls and masonry piers.

Objective

The major objective of the modernization plan would be to expand the building while minimizing the risk associated with a major earthquake and renovating the interior of the existing facility.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening will include foundation improvements, new steel braced frames, a new concrete wall, plywood sheathing at the low roof, glass replacement and new beams and anchors at the roof. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements and environmental hazard mitigation.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work to improve access to the building and its services for individuals with disabilities.

The disabled access project scope for the Marina Branch Library focuses on construction work resulting in path of travel and health and safety improvements. Two restrooms in the facility will be renovated, because they are not currently accessible due to narrow door widths. In addition, service counters and online catalog terminals will be made accessible.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing electrical, lighting and other control systems. A new HVAC system will be provided in the renovation work.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist primarily of heating system pipe insulation and vinyl flooring assumed to contain asbestos. Significant impact on pipe insulation and flooring materials are expected from the installation of footings, chords and collectors, and shear walls. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up to four months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization of the building should provide numerous upgrades such as new utilities, including electrical service, lighting, additional electrical and data outlets, upgraded HVAC, and security systems. Also included are new windows.

Due to heavy use and demand for materials, the previous meeting room space is used for the collection and the adult lounge area in the original design is now the children's area. Based on the seismic retrofit and other code conformance work, the library will lose useable floor area. A careful study must be made to determine the best solution to add space. Possible alternatives are expansion of the building outside its existing envelope to gain additional useable floor area or to rebuild.

A 25% expansion onto rear patio area is envisioned for this project. The new space will create a meeting/program room, study/computer lab area, new public restrooms, and redesigned staff work areas. Other work in the building includes replacing the flooring, removing the old fireplace, adding new windows, replacing the roofing, and removing the exterior trellis.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

Branch Library Improvement Program

PROJECT COST

Marina Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$3,790,000
Expansion	\$890,000
Total Project Cost Estimate	\$4,680,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Marina Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	18 months
Relocation and Construction	16 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

MERCED BRANCH LIBRARY

BACKGROUND

The Merced Branch Library, built and opened in 1958, is a single story structure with a ranch style plan, located at 155 Winston Drive. It has a total square footage of 5,375 and serves the residents of the Lakeside district, San Francisco State University, and a portion of Ingleside district. Library services are provided five days a week. The annual visits during the 1998/99 FY were 115,220 people, with an average of 58 visitors per hour.

The building has two separate roof levels: 1) the high roof construction consists of wooden laminated deck spanning to glue laminated beams which are supported by multi-wythe masonry walls and piers; and 2) the low roof covering the children's reading room and office areas is constructed from plywood sheathing over 2x joist supported by wood stud bearing walls and multi-wythe reinforced masonry piers and walls. The building envelope consists of glass walls, masonry walls, infill stud walls, and masonry piers.

Objective

The major objective of the modernization plan would be to expand the building while minimizing the risk associated with a major earthquake and renovating the interior of the existing facility.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening will include foundation improvements, new steel braced frames, a new concrete wall, plywood sheathing, glass replacement, new beams, and new anchors at the roof. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements and environmental hazard mitigation.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New construction or alteration must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work to improve access to the building and its services for individuals with disabilities.

The disabled access project scope for this library focuses on construction work resulting in path of travel and health and safety improvements. Existing restrooms will be renovated or reconfigured for accessibility. In addition, service counters and online catalog terminals will be made accessible. Finally, signage associated with the work will be provided to designate direction and location of accessible facilities.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing electrical, lighting and other control systems. A new heating system will be provided in the renovation work.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist primarily of heating system pipe insulation and vinyl flooring assumed to contain asbestos. Significant impact on pipe insulation and flooring materials are expected from the installation of footings, chords and collectors, and shear walls. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up to four months to complete all work tasks. Lead that is impacted will also be mitigated.

Modernization Improvements

The proposed modernization plan incorporates expansion for additional children's reading room and program space. Redesign and renovate interior space, staff work area is insufficient, public must go through staff area to reach restrooms, insufficient storage, needs electrical closet, larger ventilated janitor's closet and larger children's area.

Expansion would occur at the rear patio and/or in front of building to create additional space for above and a meeting/program space. Work includes landscaping, interior renovation, new lighting; new floors; additional data/electrical outlets; exterior painting; roof replacement; upgraded staff kitchen/lounge; removal of old fireplace; and fixing the flagpole.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

Branch Library Improvement Program

PROJECT COST

Merced Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$3,590,000
Expansion	\$880,000
Total Project Cost Estimate	\$4,470,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Merced Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	18 months
Relocation and Construction	16 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

MISSION BAY BRANCH LIBRARY

BACKGROUND

Mission Bay North is defined by the area between Terry Francois Boulevard and 7th Street, Townsend Street, and Mariposa Street. It is slated to become a community with 49 acres of open space, 8,000 dwellings (the city is planning on 1,445 of these to be designated as affordable), retail outlets and a new UCSF medical research center.

The first phase of the project slated for this Spring will be the construction of a 300,000 square-foot UCSF Medical Center building. This will be in phase I of the project in the southern section of Mission Bay with the development of the 65-acre parcel between 3rd, 7th and Townsend Streets and the waterway variously known as Mission Creek and China Basin Channel. It is slated to contain up to 3,000 market-rate and affordable housing units, up to 505,000 square-feet of retail use and public open space. The long range plans for this project will extend housing, retail, business and city service centers to the South over a 20 to 30 year period.

It is anticipated that thousands of new residents will live and work in the district. These new residents would need basic City services, including the use of library services and programs. To respond to this need, the Library envisions the creation of a new branch library in the Mission Bay neighborhood.

Objective

The main objective of the capital improvement program would be to find a permanent city-owned facility to house this branch within a central location of the district it serves. The second objective is for the programs for such a facility to reflect the community's needs by providing a flexible layout in which the City's vision for the modern library can be achieved.

SCOPE OF WORK

Site Acquisition

The bond program requires the targeting, selection, and acquisition of a site that would meet the space requirements established during the programming phase of the project. After addressing any environmental and planning issues and criteria, a schematic plan would be prepared from which a final design can be drawn up and implemented.

Site Development

The initial construction would develop the site for construction. This includes performing any site clearing and demolition as required, and mitigation of hazardous materials identified on the site. Utilities and other infrastructure services would be upgraded or added to the site as required.

Building Construction

Finally, a new building would be erected on the newly developed site. Such a building would meet the latest building code requirements and incorporate the particular programmatic requirements determined with the community in the neighborhood.

Branch Library Improvement Program

Department and Relocation Impacts

Department relocation impact is limited to the cost of moving into the new facility, excluding the cost of library staff.

PROJECT COST

Mission Bay Branch Library Project Cost Summary	
Site Acquisition and Development	\$3,280,000
New Building	\$3,600,000
Total Project Cost Estimate	\$6,880,000

Project costs include estimates for each project component: site acquisition; site development; building construction; construction contingency; art enrichment; hazardous site mitigation; and move-in costs; Project cost figures are escalated to the anticipated mid-point of construction.

PROJECT SCHEDULE

Mission Bay Branch Library Project Duration	
ACTIVITY	DURATION
Site Acquisition and Development	24 months
Planning Design and Bid	24 months
Relocation and Construction	25 months

The actual project schedule is dependent upon identifying, selecting, and purchasing a site. In most cases, design work can overlap site acquisition to reduce the overall project schedule. The program schedule chart at the beginning of the report illustrates the anticipated timeline for this project.

NOE VALLEY BRANCH LIBRARY

BACKGROUND

The existing Noe Valley/Sally Brunn Branch Library, built in 1916, is a 5,700 square foot, two-story unreinforced masonry building with a gable roof and a partial basement. It is located at 451 Jersey Street. The branch has a deck and a small garden in the rear. Library services are provided five days a week to the Noe Valley, Twin Peaks and Diamond Heights districts. The annual visits during the 1998/99 FY were 78,000 people, with an average of 40 visitors per hour. Adult individuals, children, families, and senior citizens use this library.

The well proportioned building was designed by architect John Reid. It has a "T" shaped floor plan with the top of the "T" defining the north wing and a stem defining the south wing. The partial basement is located under the front half of the north wing. There is an ornate ceiling in the main reading room. An unimproved attic is present above the ceiling, formed by a space between top and bottom roof truss chords.

Objective

The major objective of the modernization improvements would be to minimize the risk associated with a major earthquake and expand the children's room while preserving the historic character of the building, particularly the ornate interior ceiling.

SCOPE OF WORK

Seismic Retrofit

A Seismic Hazard Rating (SHR) of 4 has been assigned to this building because the risk of extensive structural and non-structural damages anticipated during a major earthquake which pose high life hazards to occupants. The SHR of 4 is also due to the high potential for the south wing roof to collapse under the failure of the non-reinforced supporting masonry walls. The building's general lack of capacity to resist lateral loads coupled with the complete lack of connections between the roof diaphragm and the resisting walls support this rating. A seismic retrofit is required to mitigate the substantial risk to life safety.

Due to the high cost of seismically upgrading the entire building, a cost effective solution is to demolish the non-reinforced masonry walls located at the rear of the building, while preserving and strengthening the more ornate and historically significant main reading room at the front.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. The main level of this library is about one flight of stairs above the sidewalk grade, which does not permit individuals in wheelchairs access to the building. Service counters, card catalogs and the three restrooms are not accessible, and doors are too narrow. In addition, an elevator to the main level will be required.

The seismic retrofit approach for Noe Valley Branch Library involves strengthening existing walls and adding new "braced" walls. New walls will be located along the perimeter of both wings and extend from new foundations to the underside of roof trusses.

Branch Library Improvement Program

The library will be closed during construction. The new expansion will compensate for the loss of existing area due to the accessibility improvements.

Building Code Impacts

Building code impacts involve updating the building to comply with current life safety related code items such as exiting, heating, ventilation, plumbing, electrical, lighting and other control systems. Attention will be placed on preserving the historic fabric of the existing building.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist primarily of heating system pipe insulation and vinyl flooring assumed to contain asbestos. Significant impact on pipe insulation and flooring materials are expected from the installation of footings, chords and collectors, and shear walls. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up to four months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

Improvements include expansion at the rear of the building to work in conjunction with partial demolition of the non-reinforced portion of the building. The rear expansion will accommodate the elevator, public restrooms on the main floor and increased staff work space. Scope also includes interior renovation, such as reconfiguration of all service points.

The renovation work will involve upgrading utilities, electrical service, lighting, HVAC, and security system. As part of the renovation work, preservation of the historic fabric of the front of the existing building will be a priority. Expansion of the Children's reading room will recover the loss of floor area from the seismic retrofit. Other work includes new flooring, new lights, additional data/electrical outlets, redesigned 1st floor staff areas, increased storage space, and updating the meeting room.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs.

The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Noe Valley Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$4,230,000
Expansion	\$660,000
Total Project Cost Estimate	\$4,890,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Noe Valley Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	22 months
Relocation and Construction	20 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

NORTH BEACH BRANCH LIBRARY

BACKGROUND

The North Beach Branch Library, opened to the public in 1959, is a 5,097 square foot building with an irregular plan configuration, is located at 2000 Mason Street, adjacent to a Recreation and Park facility. It serves North Beach, Telegraph Hill, the Financial District, and a portion of the Chinatown District. Library services are provided six days a week. The annual visits during the 1998/99 FY were 217,383 people, with an average of 98 visitors per hour. The space is multi-level with many barriers to disabled access. It has a very inefficient floor plan. This space was not originally designed with a children's area; Children are now one of its largest clientele.

The building has a sloping roof consisting of wooden joists spanning to glue laminated beams which are supported by multi-wythe masonry walls and piers. The building envelope consists of glass in-fill walls, masonry walls and masonry piers.

Objective

The main objective of the rehabilitation plan would be to upgrade the existing facility and add a second story to accommodate additional program space.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening will include foundation improvements, new steel braced frames, a new concrete wall, plywood sheathing at the low roof, glass replacement and new beams and anchors at the roof. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements and environmental hazard mitigation.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work to improve access to the building and its services for individuals with disabilities.

The disabled access project scope for the branch focuses on construction work resulting in path of travel and health and safety improvements. Two restrooms in the facility will be renovated, because they are not currently accessible due to narrow door widths. In addition, service counters and online catalog terminals will be made accessible.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing electrical, lighting and other control systems. A new forced air heating system will be provided in the renovation work.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist primarily of heating system pipe insulation and vinyl flooring assumed to contain asbestos. Significant impact on pipe insulation and flooring materials are expected from the installation of footings, chords and collectors, and shear walls. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up to four months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan envisions an expanded facility to accommodate new and flexible program areas. Scope of work includes increased children's reading room; increased staff workspace; window replacement, and additional shelving. Other work includes upgrading electrical and HVAC systems; replacing flooring; interior painting; adding data/electrical outlets; updating the programming area; redesigning all service desks; and renovating the basement.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

Branch Library Improvement Program

PROJECT COST

North Beach Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$3,190,000
Expansion	\$500,000
Total Project Cost Estimate	\$3,690,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

North Beach Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	26 months
Relocation and Construction	19 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

ORTEGA BRANCH LIBRARY

BACKGROUND

The Ortega Branch Library, built in 1956, is located at 3223 Ortega Street on school district property adjacent to a middle school. It is the sixth busiest branch in the system. It has a square footage of 4,652 and serves the population of the Sunset district. Library services are provided six days a week. The annual visits during the 1998/99 FY were 195,926 people, with an average of 93 visitors per hour. The building has two separate roof levels. A high sloping roof over the main reading room consists of metal beams spanning between steel girders supported by steel columns. Two high symmetrically placed concrete walls flank the reading room at each entrance. A lower roof covering all administrative areas and restrooms is constructed of plywood sheathing over wood joists supported by reinforced concrete block walls. The building envelope consists of floor to roof glass walls, masonry walls and masonry piers.

Objective

The major objective of the modernization plan would be to renovate and expand the existing building while minimizing the risk associated with a major earthquake.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening will include foundation improvements, new steel braced or moment frames, new concrete or concrete block walls, plywood sheathing and anchors at both high and low roof, exterior wall glass replacement. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements and environmental hazard mitigation.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. The disabled access project scope for this library focuses on construction work resulting in path of travel and health and safety improvements. Existing restrooms will be reconfigured and new restrooms may be added. In addition, service counters and online catalog terminals will be made accessible.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing, electrical, lighting and other control systems. The existing heating system will be evaluated for possible replacement or expansion.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist primarily of terrazzo and vinyl tile flooring materials, wall coverings, and caulking. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up to two months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

Improvements include expanding the building by 25%. The proposed modernization will increase staff work area, increase the size of teen/children's area/collections, add study room, add program/meeting room and increase storage space. Other scope includes new lights, new flooring, additional electrical/data outlets, renovating interior staff and public areas, reconfiguring all service points, and replacing or decreasing the number of windows to deter vandalism and break-ins.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Ortega Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$3,300,000
Expansion	\$760,000
Total Project Cost Estimate	\$4,060,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Ortega Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	26 months
Relocation and Construction	19 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

PARK BRANCH LIBRARY

BACKGROUND

The Park Branch Library was opened to the public in 1909 and is the oldest branch building of the San Francisco Public Library. It is a two-story building with a square footage of 8,800, located at 1833 Page Street. It serves the population of the Haight Ashbury district. Library services are provided five days a week. The annual visits during the 1998/99 FY were 41,491 people, with an average of 20 visitors per hour. The building was closed between September 1990 and February 1992 for seismic upgrade and disabled access renovation.

This facility was sesimically upgraded in the early 1990s as part of the City's 1988 Proposition A. The proposed improvements are limited to interior renovation projects of limited scope.

Objective

The main objective of the Modernization Improvement plan would be to implement an interior remodel of the building while preserving the historic character of the building.

SCOPE OF WORK

Seismic Retrofit

This building was seismically upgraded within the last 10 years.

Accessibility

Access scope is limited to the minor reconfiguration of counters and shelves to allow for a wheelchair clear path of travel. New counters, tables, and seating areas must be designed with disabled access in mind.

Building Code Impacts

Code impacts would be limited to electrical and ventilation upgrades related to the renovation work.

Hazardous Materials Mitigation

This work is limited to the localized removal of flooring and other asbestos and lead containing materials in the areas of remodel.

Modernization Improvements

Improvements involve interior renovation work, such as new lights, new flooring, redesigned public spaces; updated meeting/program room; new windows; additional electrical/data outlets; and an improved heating system.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure.

Branch Library Improvement Program

This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Park Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$1,410,000
Expansion	\$0
Total Project Cost Estimate	\$1,410,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Park Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	13 months
Relocation and Construction	11 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

PARKSIDE BRANCH LIBRARY

BACKGROUND

The Parkside branch, opened to the public in 1951, is located at 1200 Taraval Street. It has a total square footage of 5,850 and serves the Parkside neighborhood. Library services are provided 6 days a week. The annual visits during the 1998/99 FY were 140,886 people, with an average of 74 visitors per hour. The branch is adjacent to a Park.

Objective

The main objective of the Modernization Improvement plan would be to implement an interior renovation of the building and seismically upgrade the structure.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening will include foundation improvements, new steel braced frames, a new concrete wall, plywood sheathing, glass replacement, new beams, and new anchors at the roof. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements and environmental hazard mitigation.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work to improve access to the building and its services for individuals with disabilities. The disabled access project scope for this library focuses on creating a path of travel from the sidewalk, via a ramp, and into all the public spaces being served. Existing restrooms will be renovated or reconfigured for accessibility. In addition, service counters and online catalog terminals will be made accessible.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing electrical, lighting and other control systems.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist primarily of heating system pipe insulation and vinyl flooring assumed to contain asbestos. Significant impact on pipe insulation and flooring materials are expected from the installation of footings, chords and collectors, and shear walls. The removal of ACM's will require relocation of the building occupants to avoid potential health risks. This asbestos mitigation project scope will require up

Branch Library Improvement Program

to four months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

Improvements involve the redesign and complete renovation of current space, reconfiguring staff and public spaces to better match space with future usage. Other improvements include new flooring, new lights, improved landscaping and irrigation; and removal of old fireplace. Work also includes upgrading or adding electrical/data outlets, built-in cabinetry, refurbishing existing windows.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Parkside Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$3,080,000
Expansion	\$0
Total Project Cost Estimate	\$3,080,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Parkside Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	18 months
Relocation and Construction	16 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

PORTOLA BRANCH LIBRARY

BACKGROUND

The 1,620-square-foot branch, opened to the public in 1928, is a rented building currently located at 2450 San Bruno Avenue. It serves the Portola neighborhood. Library services are provided 5 days a week. The annual visits during the 1998/99 FY were 126,329 people, with an average of 77 visitors per hour.

The largest clientele for this branch are children, teens, their parents, or care givers. Other constituencies include Chinese-speaking individuals and seniors.

Objective

The main objective of the capital improvement program would be to find a permanent city-owned facility to house this branch within a central location of the district it serves. The second objective is for the programs for such a facility to reflect the community's needs by providing a flexible layout in which the library's vision for the modern library can be achieved.

SCOPE OF WORK

Site Acquisition

The bond program requires the targeting, selection, and acquisition of a nearby site that would meet the space requirements established during the programming phase of the project. After addressing any environmental and planning issues and criteria, a schematic plan would be prepared from which a final design can be drawn up and implemented.

Site Development

The initial construction would develop the site for construction. This includes performing any site clearing and demolition as required, and mitigation of hazardous materials identified on the site. Utilities and other infrastructure services would be upgraded or added to the site as required.

Building Construction

A new building would be erected on the newly developed site. Such a building would meet the latest building code requirements and incorporate the particular programmatic requirements determined with the community in the neighborhood.

Department and Relocation Impacts

In the event that the new branch site is different than the branch's current location, only one relocation effort would be required to move the existing branch to its new permanent home.

Branch Library Improvement Program

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Portola Branch Library Project Cost Summary	
Site Acquisition and Development	\$1,790,000
New Building	\$3,120,000
Total Project Cost Estimate	\$4,910,000

Project costs include cost estimates for each project component: site acquisition; site development; building construction; construction contingency; art enrichment; hazardous site mitigation; and move-in costs. Project cost figures are escalated to the anticipated mid-point of construction.

PROJECT SCHEDULE

Portola Branch Library Project Duration	
ACTIVITY	DURATION
Site Acquisition and Development	24 months
Planning Design and Bid	24 months
Relocation and Construction	19 months

The actual project schedule is dependent upon identifying, selecting, and purchasing a site. In most cases, design work can overlap site acquisition to reduce the overall project schedule. The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

POTRERO BRANCH LIBRARY

BACKGROUND

The Potrero branch, opened to the public in 1951, is a 5,557-square-foot building located at 1616 – 20th Street. The branch is 2 stories high, with the 2nd story being ½ the size of the 1st. It has an unfinished janitor and utility basement. The entrance is at street level with interior and exterior stairs leading to the upper level. The meeting room is accessible after hours. Library services are provided 5 days a week. The annual visits during the 1998/99 FY were 75,655 people, with an average of 39 visitors per hour.

The basement level is built of concrete box frame while the upper two stories are concrete and wood construction. The community rooms and restrooms on the second floor are inaccessible. The partial second floor is built half a story above the roof of the lower floor. This provides for the opportunity to expand the building without increasing the number of stories or blocking existing views.

Objective

The main objective of the modernization plan would be to renovate and expand vertically the existing building while reducing the risk associated with a major earthquake.

SCOPE OF WORK

Seismic Retrofit

The structural components of the building would be retrofitted to better withstand a major earthquake. Additional concrete columns, beams, heavy timber framing members, and metal connectors are needed to strengthen the building. The existing roof must be completely removed to expand the second floor. Existing stairways, restrooms, staff room, electrical room, mechanical room will be modified or relocated to conform to accessibility requirements, life safety related code requirements and owner improvements.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work. The scope of disabled access work anticipated includes: the addition of an elevator; reconfiguring existing restrooms and adding new restrooms; new fire stair; modification of counters, bookshelves and table spacing at the reading room areas; and modification of doors and stairways.

An elevator will be required to meet accessibility requirements under the Americans with Disabilities Act (ADA). Application of the California Accessibility Code and conformance with the latest life safety related code requirements will include: new elevator, and elevator machine room; providing new accessible restrooms, and wider library aisles. Counters and shelves will have to be modified and some may have to be replaced.

Building Code Impacts

Building code impacts involve the updating of the heating, ventilating, plumbing, fire protection, electrical and other building control system to bring it up to code requirements for life safety.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACMs), including plasterboard walls, floor tiles, and roofing related to the anticipated construction activities associated with seismic retrofit and disabled access construction work.

The primary source of problems are suspected to be the floor and ceiling tile materials. The removal of ACMs will require relocation of the building occupants because floor areas will be affected and there is significant health risks of exposure to airborne particulars associated with the removal of ACMs. Lead that is impacted will also have to be abated either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan would involve a 25% expansion of the second story over the reading room at the north end of the building. The interior of the building will be completely remodeled, and office space will be reconfigured to make more efficient use of the space. The interior remodel and seismic work would trigger conformance work on the American with Disabilities Act (ADA). The modernization work will reduce area on the first floor of the library, but would recover that loss by expanding the second story. The existing library has no room to expand horizontally. Therefore, expanding the second story is the most cost effective solution to make the facility fully accessible.

The expansion space could accommodate an elevator, create additional space for collections, programs, services, reading area, increase staff work area and add restrooms to 1st floor. The elevator should be accessible from inside the building and during closed hours, this would require a secure lobby area be developed.

Improvements include replacing the flooring, adding data/electrical outlets, and update the meeting room. Work includes remodeling the existing kitchenette, restrooms, and storage. Also included is the reconfiguration of staff lounge area, window replacement, and new lighting.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Potrero Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$4,050,000
Expansion	\$740,000
Total Project Cost Estimate	\$4,790,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Potrero Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	26 months
Relocation and Construction	19 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

PRESIDIO BRANCH LIBRARY

BACKGROUND

The present Presidio branch, opened to the public in 1921, is a Carnegie building located at 3150 Sacramento Street. It has a total square footage of 11,388 and serves the Pacific Heights neighborhood. Between March 1991 and February 1992, the building was closed for repair and seismic upgrade. Library services are provided 5 days a week. The annual visits during the 1998/99 FY were 119,581 people, with an average of 58 visitors per hour.

This facility was seismically upgraded in the early 1990s as part of the City's 1988 Proposition A. Therefore, the proposed improvements are limited to interior renovation projects of limited scope.

Objective

The main objective of the Modernization Improvement plan would be to implement an interior remodel while preserving the historic character of the building.

SCOPE OF WORK

Seismic Retrofit

This building was seismically upgraded within the last 10 years.

Accessibility

Access scope is limited to the minor reconfiguration of counters and shelves to allow for a wheelchair clear path of travel. New counters, tables, and seating areas must be designed with disabled access in mind.

Building Code Impacts

Code impacts would be limited to electrical and ventilation upgrades related to the renovation work.

Hazardous Materials Mitigation

This work is limited to the localized removal of flooring and other asbestos and lead containing materials in the areas of remodel.

Modernization Improvements

Interior renovation including the reconfiguration of all service points, adding a new boiler, adding data/electrical outlets, interior paint, window replacement, new lighting, fence and retaining wall repairs; improved landscaping/irrigation.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a

Branch Library Improvement Program

particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Presidio Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$1,640,000
Expansion	\$0
Total Project Cost Estimate	\$1,640,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Presidio Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	13 months
Relocation and Construction	11 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

RICHMOND BRANCH LIBRARY

BACKGROUND

The Richmond Branch Library, the first SFPL branch built with Carnegie funds, is a two-story 9,300 square foot concrete building constructed in 1914 located at 351 Ninth Avenue. It serves residents of the inner Richmond District. Children, families, individuals, and senior citizens use the library. This branch also draws many additional clientele from the outer Richmond, Western Addition, Presidio, Presidio Terrace and portions of Presidio Heights, Lone Mountain and Anza Vista districts. The resident population includes the largest child population in the City. Branch library services are provided seven days a week, the second busiest branch in the system. The annual visits during the 1998/99 FY were 361,768 people, with an average of 130 visitors per hour.

The existing building was designed by the architectural firm of Bliss and Faville who also designed the Southern Pacific and Matson Buildings, the Geary Theater, the St. Francis Hotel, the Bank of California and the State Building at the Civic Center. The main second floor is a reinforced concrete slab on girders/beams. The roof is constructed of wood sheathing supported by steel trusses spanning the entire 54-foot width of the building. As various interior renovations have been completed over the years, the general condition of the building has been maintained.

Objective

The objective of the modernization improvements would be to expand the facility while maintaining the historic character of the existing building and minimizing the risk of structural damage and potential safety hazards associated with a major earthquake.

SCOPE OF WORK

Seismic Upgrade

The deficient roof and shear walls would be retrofitted to better withstand a major earthquake. The structural retrofit project proposes to add plywood sheathing to the roof, sway bracing, roof-wall anchors, and steel trusses to strengthen the building. The existing roof must be completely removed to access the roof framing. The historical and intricate ceiling construction must be temporarily braced during construction.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work.

Given the age of the building, careful review will be made to determine the most appropriate disabled access modifications. The scope of disabled access work anticipated includes the addition of an elevator, re-planning existing restrooms and adding new restrooms, blue curb accessible parking zone, modification of counters, bookshelves and table spacing at the reading room areas.

Building Code Impacts

Building code impacts involve mechanical and electrical system impacts that are triggered by the modernization plan. Of primary importance is the upgrading of mechanical equipment, ductworks and seismic bracing of the ductworks.

Electrical equipment must be upgraded, switches, electrical panels and wiring must be replaced. The fire protection system must also be upgraded. Special attention will be placed on preserving the character of the unique interior ceiling and exterior elevations. Stairway, restrooms, staff room, the electrical room, and the mechanical room will be modified or relocated to conform to code related accessibility and life safety and owner improvements. An elevator will be required for accessibility.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACMs), including plasterboard walls, vinyl flooring, and roofing related to the anticipated construction activities associated with seismic retrofit and disabled access construction work.

Based on a building survey for ACMs, this building has ACMs primarily in the vinyl floor materials as well as other selected areas impacted by the construction. The asbestos removal project component will be completed as one of the first activities of the construction phase. Lead that is impacted will also have to be abated either during this project phase or during the seismic and disabled access project phase

Modernization Improvements

The Library Department wishes to expand the facility by 50% to meet the needs of an increasing population in the neighborhood. Additional public space is needed for reading rooms, and a community room. Staff would also receive adequate space for administration and processing work. Schematic design studies have shown that incorporating the changes triggered by seismic repair, accessibility and code related life safety requirements will cause the library to lose floor area.

The proposed expansion recuperates this loss and provides for additional public and office areas. The program incorporates larger fire stairs, modifies existing and adds new restrooms, provides wider reading room aisles, a larger electrical room, adds an elevator and an elevator machine room. The expansion could occur at the rear of the existing building.

Interior renovation would create one main public entrance/exit and reconfigure the circulation / reference service desks. Other improvements include a new furnace, improved lighting, replacement of windows and floor, interior paint, and additional data/electrical outlets in walls and floor throughout the building. Site work may include replacing fence and retaining walls.

Branch Library Improvement Program

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Richmond Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$6,090,000
Expansion	\$2,620,000
Total Project Cost Estimate	\$8,710,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Richmond Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	22 months
Relocation and Construction	20 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

SUNSET BRANCH LIBRARY

BACKGROUND

The Sunset Branch Library - a Carnegie branch - opened to the public in 1918, is located at 1305 18th. Avenue. It is a two story building built of concrete frame and reinforced masonry construction. The building has a total square footage of 8,576. It serves the populations of the Sunset and portions of the Parkside and Haight-Ashbury districts. Library services are provided seven days a week in the third busiest branch in the system. The annual visits during the 1998/99 FY were 343,278 people, with an average of 123 visitors per hour.

This facility was seismically upgraded in the early 1990s as part of the City's 1988 proposition A. The proposed improvements are limited to interior renovation projects of limited scope.

Objective

The main objective of the Modernization Improvement plan would be to implement an interior remodel while preserving the historic character of this building.

SCOPE OF WORK

Seismic Retrofit

This building was seismically upgraded within the last 10 years.

Accessibility

Access scope is limited to the minor reconfiguration of counters and shelves to allow for a wheelchair clear path of travel. New counters, tables and seating areas must be designed with disabled access in mind.

Building Code Impacts

Code impacts would be limited to electrical and ventilation upgrades related to the renovation work.

Hazardous Materials Mitigation

This work is limited to the localized removal of flooring and other asbestos and lead containing materials in the areas of remodel.

Modernization Improvements

Improvements include interior renovation, window replacement, flooring replacement, roofing replacement, interior painting, sewer drain modifications, improved lighting. Scope of work also includes an upgraded program room and additional data/electrical outlets. Renovation work includes improving the effectiveness and efficiency of operations with new counters and service desk arrangement. A new office and staff conference area will be built on the 1st floor.

Branch Library Improvement Program

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Sunset Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$1,610,000
Expansion	\$0
Total Project Cost Estimate	\$1,610,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Sunset Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	13 months
Relocation and Construction	11 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

VISITACION VALLEY BRANCH LIBRARY

BACKGROUND

The present Visitacion Valley Branch Library, opened to the public in 1939, located at 45 Leland Avenue, is operating under a lease agreement on private property. It has a square footage of 2,650 and serves the neighborhood of Visitacion Valley, Hunters Point, Excelsior and Mission Districts. Library services are provided 5 days a week. The annual visits during the 1998/99 FY were 83,860 people, with an average of 51 visitors per hour.

The branch currently serves a mixture of school age children and seniors. Its population also includes Chinese and Spanish speaking individuals.

Objective

The main objective of the capital improvement program would be to find a permanent city-owned facility to house this branch within a central location of the district it serves. The second objective is for the programs for such a facility to reflect the community's needs by providing a flexible layout in which the library's vision for the modern library can be achieved.

SCOPE OF WORK

Site Acquisition

The bond program requires the targeting, selection, and acquisition of a nearby site that would meet the space requirements established during the programming phase of the project. After addressing any environmental and planning issues and criteria, a schematic plan would be prepared from which a final design can be drawn up and implemented.

Site Development

The initial construction would develop the site for construction. This includes performing any site clearing and demolition as required, and mitigation of hazardous materials identified on the site. Utilities and other infrastructure services would be upgraded or added to the site as required.

Building Construction

Finally, a new building would be erected on the newly developed site. Such a building would meet the latest building code requirements and incorporate the particular programmatic requirements determined with the community in the neighborhood.

Department and Relocation Impacts

In the event that the new branch site is different than the branch's current location, only one relocation effort would be required to move the existing branch to its new permanent home.

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. a range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure.

Branch Library Improvement Program

This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Visitation Branch Library Project Cost Summary	
Site Acquisition and Development	\$2,110,000
New Building	\$3,450,000
Total Project Cost Estimate	\$5,560,000

Project costs include estimates for each project component: site acquisition; site development; building construction; construction contingency; art enrichment; hazardous site mitigation; and move-in costs; Project cost figures are escalated to the anticipated mid-point of construction.

PROJECT SCHEDULE

Visitation Valley Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	24 months
Relocation and Construction	19 months

The actual project schedule is dependent upon identifying, selecting, and purchasing a site. In most cases, design work can overlap site acquisition to reduce the overall project schedule. The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

WEST PORTAL BRANCH LIBRARY

BACKGROUND

The West Portal branch, located at 190 Lenox Way, is a 6,143 square-foot two-story concrete structure built in 1939. Its interior has elaborate gilt ceilings and decorative tiles while the exterior is finished with stucco. It is the fourth busiest branch in the system and serves the neighborhoods of West Portal and portions of the Lakeside and Ingleside districts. It is adjacent to the West Portal MUNI station. Library services are provided 7 days a week. The annual visits during the 1998/99 FY were 282,177 people, with an average of 103 visitors per hour.

Objective

The main objective of the modernization plan is to make the building accessible, and reduce the seismic risk while preserving the historic character of the existing building.

SCOPE OF WORK

Seismic Retrofit

The deficient roof and shear walls would be retrofitted to better withstand a major earthquake. The structural retrofit project proposes to add plywood sheathing to the roof, sway bracing, roof-wall anchors, and steel trusses. The existing roof must be completely removed to access the roof framing. The original ceiling and wall construction must be temporarily braced throughout. Stairway, restrooms, staff room, electrical room, mechanical room will be modified or relocated to conform to accessibility requirements, life safety related code requirements and owner improvements.

Accessibility

Under current law and guidelines, as new or alteration construction work is performed, the remodeled area and path of travel to that area must be accessible to the disabled. New or alteration construction must meet state (Title 24) and federal (Americans with Disabilities Act) guidelines. These guidelines detail minimum requirements and standards for improvements and the corresponding physical dimensions of construction work. Given the historic significance of the building, a careful review will be made to determine the most appropriate disabled access modifications. The scope of disabled access work anticipated includes: the addition of an elevator; reconfiguring existing restrooms and adding new restrooms; new fire stair; modification of counters, bookshelves and table spacing at the reading room areas; and modification of doors and stairways.

An elevator will be required to meet accessibility requirements under the Americans with Disabilities Act (ADA). Application of the California Accessibility Code and conformance with the latest life safety related code requirements will include: providing a larger electrical room, new elevator, and new elevator machine room; providing a wider fire stair; providing new accessible restrooms, and wider library aisles. Counters and shelves will have to be modified and some may have to be replaced.

Building Code Impacts

Building code impacts involve the updating of the heating, ventilating, plumbing, fire protection, electrical and other building control system to bring it up to code requirements for life safety. Special attention will be placed on preserving the unique historical character of the exterior and interior of the building.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACMs), including plasterboard walls, floor tiles, and roofing related to the anticipated construction activities associated with seismic retrofit and disabled access construction work.

The primary source of ACMs are the floor tile materials. The removal of ACMs will require relocation of the building occupants because significant floor areas will be affected and there significant health risks of exposure to airborne particulars associated with the removal of ACMs. Lead that is impacted will also have to be abated either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan will preserve the exterior and interior of the historically significant building. The interior remodel and seismic work trigger conformance work on the American with Disabilities Act (ADA).

Improvements include a 10% expansion at the rear of the building to recoup lost space due to disabled access work. The branch is located on a hill and the Main entrance is on the second level in the front of the building. The ground level rear entrance leads to meeting/staff areas. Work includes preparing the site at rear of building, locating the elevator near current service points/main entrance for optimal security and operations, and improving landscape and garden space. Other work includes upgrading the HVAC system, updating data/electrical outlets, replacing flooring, improving lighting, replacing windows, refinishing wood surfaces, and painting.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

West Portal Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$4,310,000
Expansion	\$370,000
Total Project Cost Estimate	\$4,680,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

West Portal Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	22 months
Relocation and Construction	20 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

WESTERN ADDITION BRANCH LIBRARY

BACKGROUND

The Western Addition Branch Library, built in 1966 as a single story structure with approximately 7,143 square feet with an axial plan configuration, is located at 1550 Scott Street. It serves the neighborhood of the Western Addition, Anza Vista, Japan Town, and North of Panhandle Districts. Library services are provided 6 days a week. The annual visits during the 1998/99 FY were 141,116 people, with an average of 62 visitors per hour.

The building has two separate roof levels. A high sloped roof consists of heavy timber construction supported by steel columns. A lower roof over the entry and office areas is supported by steel columns, stud walls, and concrete walls. The building envelope consists of concrete block walls, infill wood stud walls, and glazing. All walls and columns are supported by enlarged footings built into a thickened slab on grade.

Objective

The major objective of the modernization plan would be to renovate the existing building while minimizing the risk associated with a major earthquake.

SCOPE OF WORK

Seismic Retrofit

The planned seismic strengthening includes anchoring the roof to the perimeter walls, adding steel bracing between columns and reinforcing existing footings as necessary. Some in-fill walls may be replaced with steel moment frames or concrete walls as necessary. Plywood sheathing may replace existing sheathing at the high and lower roofs. The program also includes glazing replacement. This seismic strengthening work scope directly triggers work associated with disabled access, code improvements, and environmental hazard mitigation.

Accessibility

The renovation work would require accessible path of travel to the remodeled area. The disabled access project scope for this library focuses on construction work resulting in path of travel and health and safety improvements. Existing restrooms will be reconfigured and new restrooms may be added. In addition, service counters and online catalog terminals will be made accessible.

Building Code Impacts

The anticipated building code impacts involve updating the building to comply with current life safety related code requirements for exiting, heating, ventilation, plumbing, electrical, lighting and other control systems. The existing heating system will be evaluated for possible replacement or modification.

Hazardous Materials Mitigation

Current law requires removal of asbestos-containing materials (ACM's)- e.g., plasterboard walls, vinyl flooring, and roofing- related to the anticipated construction activities associated with seismic retrofit, disabled access and renovation work. ACM's in this building consist of vinyl tile flooring, mechanical pipe and equipment insulations, wall coverings, and caulking materials. The removal of ACM's will require relocation of the building occupants to avoid

Branch Library Improvement Program

potential health risks. This asbestos mitigation project scope will require up to three months to complete all work tasks. Lead that is impacted may also be removed either during this project phase or during the seismic and disabled access project phase.

Modernization Improvements

The proposed modernization plan includes the complete renovation of the interior of the building. It also makes improvements to interior spaces by rearranging office areas and adding accessible amenities.

Work also includes renovation to increase staff work space; upgrade the program room; add storage area and provide additional data/electrical outlets. Other work includes replacing the flooring, building a larger mechanical room, and replacing windows. Exterior site work may include landscaping work.

Department and Relocation Impacts

Department and relocation impacts involve temporary moving and relocation measures for ensuring continuing service in the neighborhood. A range of available options exist such as temporary relocation, alternate branch designation, library on wheels, and temporary closure. This relocation program excludes library staff costs. The solution to be chosen for a particular branch will depend on many factors involving overall program phasing, the extent of disruptions, and the cost effectiveness of the various relocation alternatives.

PROJECT COST

Western Addition Branch Library Project Cost Summary	
Rehabilitation and Improvements	\$3,660,000
Expansion	\$0
Total Project Cost Estimate	\$3,660,000

Project costs include construction cost estimates for each project component: principal construction; construction contingency; art enrichment; hazardous materials mitigation; temporary relocation measures; project control and site control; cost figures are escalated to the mid-point of construction.

PROJECT SCHEDULE

Western Addition Branch Library Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	16 months
Relocation and Construction	14 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

SYSTEM-WIDE SUPPORT CENTER

BACKGROUND

Currently, all Library system-wide support functions are housed in the Main Library. Recently, a post-occupancy evaluation (POE) was completed of the Main Library. One of the recommendations in that report was that the Library should relocate some of the support functions outside of the Main Library. This relocation would free up space in the Main Library to be dedicated to public service and housing the materials collection.

The POE states "Relocate Technical Services to an off site location where it can serve the entire library system more effectively and more space can be provided for its critical staff functions. Technical Services has large amounts of staff who need daylight at their workstations as well as room to move large amounts of material between desks and delivery dock."

It further states "Departments and services which function in support of the library system as a whole can be relocated to a System-Wide Support Center. Several of these functions require excellent delivery and vehicular access. The Departments which the consultants recommend be considered for off-site accommodation include Delivery Services, Technical Services, Automation Services, Personnel, Finance, the Friends and Foundation and Administration."

SCOPE OF WORK

Program

The primary function of the support center would be to act as a materials distribution center for the entire library system. All new materials would be delivered to the center to be processed for use in the Main and branch libraries. The center would become a "switching station" for all the materials that move through the Main Library and the 27 branches. Besides technical services, functions that could be housed at the support center include: Collection Management Office, the unit responsible for materials acquisition; Delivery Services, the unit which moves all types of materials through the library system; Branch Administration, the unit which manages all branch services and activities; and Outreach Services, including bookmobiles serving children and adults.

Location

As recommended in the POE, "... the Support Center would be located adjacent to a branch library. Many branch sites are constricted and in busy neighborhood commercial districts with limited expansion and delivery capacity. The Library intends to build a branch in the developing new neighborhood, Mission Bay. The Support Center could be combined with a branch there when it is built." Combining the support center with any newly constructed branch where land is available would be useful in that spaces such as meeting rooms, restrooms, staff rooms, etc., could be shared by branch and support center staff. The Support Center needs to be located in an area with good vehicular access and within easy distance of major traffic routes.

Branch Library Improvement Program

Building Features

Because the functions provided in the Support Center would be primarily staff functions, not public service functions, the building needs to be able to provide quality office space, with good natural light, a flexible floor plan and infrastructure to support high-speed connectivity. Ideally, the building would be on one floor with easily accessible delivery access for trucks and vans.

Departmental and Relocation Impacts

Departmental relocation impacts are limited to moving into the new building, excluding cost of library staff.

PROJECT COST

System-Wide Project Cost Summary	
Site Acquisition and Development	\$5,250,000
New Building	\$9,580,000
Total Project Cost Estimate	\$14,830,000

Project costs include estimates for each project component: site acquisition; site development; building construction; construction contingency; art enrichment; hazardous site mitigation; and move-in costs; Project cost figures are escalated to the anticipated mid-point of construction.

PROJECT SCHEDULE

System-Wide Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	24 months
Relocation and Construction	19 months

The actual project schedule is dependent upon identifying, selecting, and purchasing a site. In most cases, design work can overlap site acquisition to reduce the overall project schedule. The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

BROOKS HALL

BACKGROUND

Brooks Hall is an underground facility that can be reached by vehicle beyond the library's loading dock and by pedestrian connection from Bill Graham Auditorium. It was originally designed as an exhibition space but has not been used for some years.

Brooks Hall is currently being used by the Library as an auxiliary storage area to the Main Library and houses both library materials, equipment, and supplies. It is also used as a staging area for various building projects in the Main Library and in the branches. Other departments also use Brooks Hall, primarily for storage space as well. Recently, a post-occupancy evaluation (POE) of the Main Library was completed; and a strong recommendation from that report was that the Library be granted use of all Brooks Hall space for a city archive. "... the best use for Brooks is as a type of storage/archival facility because investment to bring it up to Class A Office space or public space is extensive. On the other hand, if it can be utilized for archival and less used material, the cost of upgrading the building is fairly modest for the amount of space it yields.

The City has done much planning regarding potential uses of the Civic Center Plaza area, including Brooks Hall. Possible uses of Brooks Hall include a public access television studio, a technology business incubator site, computer lab for employment training, archival storage of records and videotapes as required by the new Sunshine Ordinance. The Library is working with other interested City Departments to develop a collaborative program for Brooks Hall that could accommodate a variety of uses.

Objective

Brooks Hall should be used on a limited basis for designated collections and services and should be staffed independently. The public should access these collections directly from the Civic Center Plaza. Staff offices and reading areas can be designed with special lighting and finishes to achieve a comfortable atmosphere. Because it would be a tremendous expense to upgrade Brooks Hall for any purpose other than housing materials, it is recommended that it be used as the City Archive. The Library is charged with maintaining the City Archive, which is a growing collection. It is also recommended that government documents that are not used frequently be housed in Brooks Hall. Both these collections require a great deal of shelving and the regular structural bays, as well as the grade level floor slab, make Brooks an ideal candidate for these functions. If the entire area were used for Library purposes, about 71,000 square feet would be available. Shelving layout as proposed by the consultants would result in 28,434 linear feet of standard library shelving and 109,410 linear feet of compact shelving.

SCOPE OF WORK

Accessibility

Brooks Hall access will be via elevators from Civic Auditorium located near the tunnel corridor that connects to Brooks Hall. Once inside the building, accessibility improvements require the construction or upgrade of public restrooms, accessible signage, strobe lights, and other life/safety measures with disabled access/egress in mind. Other public amenities such as public phones should be provided. Of special concern are pedestrian traffic surfaces and flooring materials as well as accessible counters and shelving systems.

Building Code Impacts

Brooks Hall is in need of major code upgrades for all its electrical, mechanical, fire protection, and emergency systems. Any intended use other than storage must be designed in such a way to allow occupants to exit the building safely in case of an emergency. This may involve reopening or adding stairways that lead above ground. In some cases, the stairways may require modifications such as new handrails, larger treads, and warning strips.

Of special consideration are upgrades to the ventilation system, water and power distribution systems, and fire sprinkler systems. A certificate of occupancy must be issued by the Department of Building Inspection for any rehabilitation project. Any such certificate must insure adequate design and installation of all life/safety components prior to occupancy.

Since the Library is only contributing a portion of the costs associated with the total rehabilitation of Brooks Hall, it is advisable that other funding sources be secured to fund all the necessary minimum code-related work for the entire facility. If no funding is found, then the Library may need to re-design the space to create a fire separation, including its own fire/life/safety/egress plan, for the Library's intended use.

Hazardous Materials Mitigation

Asbestos hazardous materials mitigation is limited to mechanical boiler room, light ballasts, HVAC insulation, and sealants. Lead mitigation involves the encapsulation or removal of lead-based paints. All this work should be done prior to any remodel but after the temporary removal of archival materials.

Modernization Improvements

Long-term utilization of Brooks Hall will require upgrades to the HVAC, electrical and lighting systems, asbestos abatement, provision of disabled access, fire exits and sprinkler systems, provision of public accessible restrooms, and creation of enclosed, finished and temperature-controlled spaces for offices, reading areas and the archival collections. A separate HVAC system would be provided for portions of the collection that requires special temperature control.

Public access would be provided through Bill Graham Auditorium by retrofitting an elevator and remodeling a ramp, which connects Brooks Hall under Grove St.. Although the Brooks is completely below grade, seismic review will be required to ensure that the building meets current code.

These upgrades have been estimated at \$10 million in the recent POE and at \$7 million in a plan prepared by the Department of Public Works several years ago. The Library wishes to work cooperatively with other City Departments interested in Brooks Hall. A variety of funding sources would be required to complete the upgrade of Brooks Hall. Because the Library anticipates that it would use at least 50%, if not more, of the space in Brooks Hall, \$5 million is proposed as the Library's contribution to Brooks Hall upgrades.

Branch Library Improvement Program

Department and Relocation Impacts

The departmental and relocation impacts would be limited to the cost of clearing up the space and moving into the building, excluding the cost of library staff. Given the proximity to the New Main Library, relocation efforts would be limited to the removal of materials to be removed or relocated by other Departments. However, because of its size, a concerted effort must be in place to effect the move by the Library into Brooks Hall. Considerable attention must be placed on deciding what existing materials currently in storage will remain in Brooks Hall.

PROJECT COST

Brooks Hall Project Cost Summary	
Rehabilitation and Improvements	\$5,000,000
Expansion	\$0
Total Project Cost Estimate	\$5,000,000

Project costs include only the Library's contribution to the tenant improvement project and move-in costs. Additional funding sources would have to be identified to cover all project costs associates with the complete rehabilitation of Brooks Hall.

PROJECT SCHEDULE

Brooks Hall Project Duration	
ACTIVITY	DURATION
Planning Design and Bid	24 months
Relocation and Construction	22 months

The schedule for each individual project conforms to the program phasing criteria listed on page 3. The criteria balance the relative priority of each project with the need to maintain library services in each neighborhood during the life of the program.

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